



CITY OF INDIANOLA COUNCIL MEETING

July 5, 2016

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. June 20 and 29, 2016 Minutes
 - C. Applications
 1. A renewal Class "C" Liquor License and Sunday Sales Privilege for The Zoo - 102 W. Ashland
 - D. Resolution approving an Engineering Service agreement with HR Green in an amount not to exceed \$50,000.00
 - E. Street usage request from Farmers Cooperative Company for a Furry Skurry 5K on July 23, 2016 from 7:00 a.m. - 11:30 a.m. - will begin at 2612 W. 2nd, north on North "Y", east on W. Euclid, north on North "W", east on West Henderson, south on "U", east on West Euclid, south on Kenwood and west on West 2nd (uses the bike trail)
 - F. Street usage request from the Warren County Historical Society - Log Cabin Days Parade - September 24, 2016 from 8:30 a.m. - 12:30 a.m. - the parade will start at the Warren County Administration Building, south on Buxton, east on Ashland, south on Howard, west on Salem to the Warren County Fairgrounds
 - G. Street closure request from The Hide Out for the Ride For Rudy Benefit on July 31, 2016 from 8:00 a.m. - 11:00 a.m. - will close East Clinton from North 1st to North Jefferson
 - H. Prior and final approval of applications for urban revitalization designation
 - I. Approval of the claims on the computer printout for July 5, 2016

- 6.** Council Reports
 - A.** Economic Development Report and direction for contract renewal with Greg Marchant
 - B.** Presentation of the fiber feasibility study from the IMU Board Chair and General Manager
- 7.** Mayor's Report - Kelly B. Shaw
 - A.** Recognition of Norm Hart - 2016 Grade 2 Operator of the Year
 - B.** Community Update
- 8.** Public Consideration
 - A.** Old Business
 - B.** New Business
 - 1.** Resolution setting July 18, 2016 as a public hearing and first consideration on whether to amend Indianola Code Chapter 65 to include stop signs and Chapter 69 to restrict parking on the East Trail Ridge Avenue, East Scenic Valley Avenue, North 3rd Lane and North 6th Street
 - 2.** Resolution declaring two pumps from the WPC Department surplus and authorizing a donation of the pumps to DMACC Water Environmental Technology (WET) Program
 - 3.** Resolution approving the City's Financial Policy
 - 4.** Resolution approving salaries
- 9.** Other Business
- 10.** Adjourn

Information

Subject

June 20 and 29, 2016 Minutes

Information

Attachments

June 20 Minutes

June 29 Minutes

REGULAR SESSION – JUNE 20, 2016

The City Council met in regular session at 7:00 p.m. on June 20, 2016. Mayor Pro Tem Greta Southall called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, John Parker, Pam Pepper, Brad Ross and Greta Southall. Absent: Mayor Kelly Shaw.

Tom Kjellberg of Cemen Tech, Inc., 1700 N. 14th Indianola, Iowa, thanked the City of Indianola for purchasing a cement mixer for the Street Department and presented City Manager Ryan Waller with a photo of the truck/cement mixer.

The consent agenda consisting of the following was approved on a motion by Ross and seconded by Parker. Question was called for and upon the council member votes, the Mayor Pro Tem declared the motion carried unanimously.

Approval of agenda

June 6, 2016 Minutes

Resolution No. 2016-52 authorizing the purchase of a Genesis rescue system, spreaders and portable power unit in an amount of \$12,698 (the complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2016-53 amending the City's policy regarding credit card payments to allow refunds of payments made by credit cards (the complete resolution may be viewed at the City Clerk's Office)

Street closure request from the Indianola Elks Lodge for an Elks Fun Run- Motorcycle Run on July 23, 2016 from 8:00 a.m. - 10:00 p.m. - will close West Ashland from Howard to Buxton

Approval of the claims on the computer printout for June 20, 2016 and the May 2016 receipts

The May 2016 City Treasurer's Report was approved on a motion by Clark and seconded by Gezel. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Warren County Board of Supervisor Doug Shull spoke regarding Judge Gamble's decision to remove staff from the Warren County Court House due to the health and safety of their employees. Mr. Shull asked if the City Council would consider allowing Warren County to hold court in either the Council Chambers or Training Room at City Hall for at least three years. It was the consensus of the Council to direct staff to work with Warren County and asked staff to check the availability of rooms at City Hall, parking and safety issues.

The WCEDC quarterly report was presented by Executive Director Hollie Askey and Marketing & Research Specialist Brennan Ginder.

Steve Bruere, Peoples Company-113 W. Salem Indianola, Iowa, reported on the 2016 DC Trip.

Council member Parker presented the Greater Des Moines Convention report.

Council member Ross moved and Parker seconded to adopt the following resolution entitled, "RESOLUTION APPROVING AN INCREASE IN RESIDENTIAL RATES FOR T.R.M. DISPOSAL

LLC RESULTING FROM INCREASED TIPPING FEES AT SOUTH CENTRAL IOWA LANDFILL.” On roll call the vote was, AYES: Clark, Southall, Pepper, Gezel, Parker and Ross. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-54

RESOLUTION APPROVING AN INCREASE IN RESIDENTIAL RATES FOR T.R.M. DISPOSAL LLC RESULTING FROM INCREASED TIPPING FEES AT SOUTH CENTRAL IOWA LANDFILL

(The complete resolution may be viewed at the City Clerk’s Office)

It was moved by Gezel and Parker seconded to adopt the following resolution entitled, “RESOLUTION APPROVING FY 2017 CAPITAL IMPROVEMENT PLAN”. On roll call the vote was, AYES: Parker, Ross, Clark, Southall, Pepper and Gezel. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-55

“RESOLUTION APPROVING FY 17 CAPITAL IMPROVEMENT PLAN

(The complete resolution may be viewed at the City Clerk’s Office)

Doug Bylund, Park and Recreation Director, spoke regarding the request from Brad/Jaci Green and Travis/Amye Shivers to install a 3-4 foot high wooden fence 4-5 feet east of their property line onto City property at the Memorial Park. Mr. Bylund stated the Park and Recreation Commission denied this request on a vote of 3 to 1 at their meeting on June 8, 2016. Mr. Green and Mr. Shiver spoke in favor of their request. It was the consensus of the City Council that this fence should be built on private property and should not encroach onto City property at the Memorial Park.

A motion was made by Ross and seconded by Parker to adopt the following resolution entitled, “RESOLUTION APPROVING HOLMES MURPHY & ASSOCIATES AS THE CITY’S INSURANCE BROKER.” On roll call the vote was, AYES: Clark, Southall, Pepper, Gezel, Parker and Ross. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-56

RESOLUTION APPROVING HOLMES MURPHY & ASSOCIATES AS THE CITY’S INSURANCE BROKER

(The complete resolution may be viewed at the City Clerk’s Office)

The following resolution entitled, “RESOLUTION INCREASING AMBULANCE FEES” was approved on a motion by Ross and seconded by Pepper. On roll call the vote was, AYES: Clark, Southall, Pepper, Gezel, Parker and Ross. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-57

RESOLUTION INCREASING AMBULANCE FEES

(The complete resolution may be viewed at the City Clerk’s Office)

Council member Pepper moved to approve the following Resolution Approving Personnel Seasonal Salaries. Council member Gezel seconded the motion. On roll call the vote was, AYES: Gezel, Parker, Ross, Clark, Southall and Pepper. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-58
RESOLUTION APPROVING SEASONAL SALARIES

(The complete resolution may be viewed at the City Clerk's Office)

It was moved by Ross and seconded by Pepper to approve the following resolution entitled, "RESOLUTION SETTING SALARIES AND BENEFITS FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF INDIANOLA, IOWA FOR THE PERIOD BEGINNING JUNE 26, 2016" subject to the following amendment in Section 6 to state "The City will pay 96% of the premium for single health/drug insurance coverage and 94% of the premium for family health/drug insurance each year of the agreement". On roll call the vote was, AYES: Clark, Southall, Pepper, Gezel, Parker and Ross. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2016-59
RESOLUTION SETTING SALARIES AND BENEFITS FOR APPOINTED OFFICERS AND
EMPLOYEES OF THE CITY OF INDIANOLA, IOWA FOR
THE PERIOD BEGINNING JUNE 26, 2016

(The complete resolution may be viewed at the City Clerk's Office)

Meeting adjourned at 8:00 p.m. on a motion by Clark and seconded by Parker.

Greta Southall, Mayor Pro Tem

Diana Bowlin, City Clerk

SPECIAL SESSION – JUNE 29, 2016

The City Council met in special session at 10:00 a.m. on June 29, 2016. Mayor Pro Tem Greta Southall called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, John Parker, Pam Pepper (via phone), Brad Ross (via phone) and Greta Southall. Absent: Mayor Kelly Shaw.

The claims on the computer printout for June 29, 2016 were approved on a motion by Gezel and seconded by Parker. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Meeting adjourned at 10:04 a.m. on a motion by Parker and seconded by Gezel.

Greta Southall, Mayor Pro Tem

Diana Bowlin, City Clerk

Information

Subject

A renewal Class "C" Liquor License and Sunday Sales Privilege for The Zoo - 102 W. Ashland

Information

This is a renewal of The Zoo's liquor permit located at 102 W. Ashland. All the paperwork is in order and staff has approved.

Attachments

The Zoo Liquor Permit

June 20, 2016

NAME OF APPLICANT: The Zoo – 102 W. Ashland

TYPE OF LICENSE/PERMIT: Class “C” Liquor License and Sunday Sales

	<u>Approve</u>	<u>Disapprove*</u>
Police Chief	<u>X</u>	<u></u>
Fire Chief	<u>X</u>	<u></u>
B&Z Official	<u>X</u>	<u></u>
Sign Compliance	<u>X</u>	<u></u>

*Reasons for disapproval

Applicant License Application (LC0027321)

Name of Applicant: <u>The Zoo, Inc.</u>		
Name of Business (DBA): <u>Zoo, The</u>		
Address of Premises: <u>102 W Ashland</u>		
City <u>Indianola</u>	County: <u>Warren</u>	Zip: <u>5012500</u>
Business	<u>(515) 961-8731</u>	
Mailing	<u>102 W Ashland</u>	
City <u>Indianola</u>	State <u>IA</u>	Zip: <u>50125000</u>

Contact Person

Name <u>Darrel Augustson</u>	
Phone: <u>(515) 961-8731</u>	Email <u>www.darrelaugustson@yahoo.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 08/23/2016

Expiration Date: 08/22/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>[REDACTED]</u>	Federal Employer ID <u>[REDACTED]</u>

Ownership

Darrel Augustson

First Name: <u>Darrel</u>	Last Name: <u>Augustson</u>	
City: <u>Indianola</u>	State: <u>Iowa</u>	Zip: <u>50125</u>
Position: <u>President</u>		
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Illinois Casualty Co</u>	
Policy Effective Date: <u>08/23/2016</u>	Policy Expiration <u>08/22/2017</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Information

Subject

Resolution approving an Engineering Service agreement with HR Green in an amount not to exceed \$50,000.00

Information

In your packet is a resolution and agreement (same as last year's) that provides a framework for HR Green to work on an on-call basis for tasks the City authorizes. The annual contract value for this agreement will not exceed \$50,000.00 Highlights of the agreement includes:

- Evaluation of infrastructure and condition assessments
- Advisory services regarding IDNR regulations and position
- Development assistance and consulting
- Project financing assistance
- Permitting assistance
- Assistance with minor projects
- Reviewing technical proposals
- Infiltration and inflow elimination programming and recommendations

Attachments

Resolution

HR Green Agreement

RESOLUTION NO. 2016-____

RESOLUTION APPROVING AN ENGINEERING SERVICES
AGREEMENT WITH HR GREEN

WHEREAS, the City Council of the City of Indianola is in need of engaging a contractor for Wastewater General Engineering Services for the Wastewater Pollution Control Plant; and

WHEREAS, the attached service agreement for Wastewater General Engineering Services for the Wastewater Pollution Control Plant between the City of Indianola and HR Green in an amount not to exceed \$50,000 is hereby approved.

NOW, THEREFORE BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the Mayor and City staff are directed to execute all necessary documents and delivered in accordance with law.

Passed and approved this 5th day of July, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131
Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

June 29, 2016

Mr. Ryan Waller
City Manager
City of Indianola
110 N. First Street
Indianola, IA 50125

Re: 2016 – 2017 General Wastewater Services Agreement

Dear Ryan:

Please find attached two signed copies of the Professional Services Agreement for General Wastewater Engineering Services for the City of Indianola for 2016-2017. The terms and conditions remain unchanged from the previous agreement except for the dates. Please execute this PSA and return one copy back to HR Green.

For the 2015-2016 General Wastewater Services we have billed approximately \$23,500 of the \$50,000 contract. Approximately \$10,100 remains to be invoiced for the Phase 5 Antidegradation Analysis currently being completed. We expect that this effort will be fully complete by mid-July. Other than this on-going phase, we will close out the 2015-2016 agreement and transition all future work to the 2016-2017 agreement.

We appreciate continuing our on-call services to the City of Indianola regarding wastewater consulting and look forward to executing the plan we have formed together. If you have questions, or need further assistance, please don't hesitate to contact me.

Sincerely,
HR GREEN, INC.

A handwritten signature in cursive script, reading 'James R. Rasmussen'.

James R. Rasmussen, P.E.
Vice President

Cc: Rick Graves, Wastewater Superintendent



PROFESSIONAL SERVICES AGREEMENT

For

General Wastewater Engineering Services

City of Indianola
110 North 1st Street
Indianola, Iowa 50125-0299
(515) 961-9410

Jim Rasmussen, Vice President
HR Green, Inc.
5525 Merle Hay Road
Johnston, IA 50131

June 28, 2016

TABLE OF CONTENTS

- 1.0 PROJECT UNDERSTANDING
- 2.0 SCOPE OF SERVICES
- 3.0 DELIVERABLES AND SCHEDULES INCLUDED IN THIS AGREEMENT
- 4.0 ITEMS NOT INCLUDED IN AGREEMENT/SUPPLEMENTAL SERVICES
- 5.0 SERVICES BY OTHERS
- 6.0 CLIENT RESPONSIBILITIES
- 7.0 PROFESSIONAL SERVICES FEE
- 8.0 TERMS AND CONDITIONS

THIS **AGREEMENT** is between City of Indianola, Iowa (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

1.1 General Understanding

The Client has retained Company to provide general engineering services to support their wastewater needs.

This agreement is intended to be for ongoing engineering services support and therefore does not have a defined scope of services. The following Engineering Services identifies services that may be provided by the Engineer upon request but is not intended to be inclusive of all services that may be provided. Additional related engineering services not identified below may also be provided upon request.

It is anticipated that separate agreements, outside of this general engineering services agreement, will be executed for individual projects or tasks where the anticipated total hours of effort will exceed 80 hours of services.

2.0 Scope of Services

The CLIENT agrees to employ COMPANY to perform the following services:

General Wastewater Services

- Evaluation of infrastructure and condition assessments
- Advisory services regarding IDNR regulations and positions
- Development assistance and consulting
- Project financing assistance
- Rate reviews – not complete rate studies
- Permitting assistance
- Attend Council meetings as needed to support staff
- Assistance for minor projects (generally projects less than \$100,000 in construction costs) where the City directly selects or is the contractor and does not require full Contract Documents and a letting
- Assisting with selection of replacement equipment
- Reviewing technical proposals
- Assistance on a minor aspect of a large major project not designed by HR Green (example- provide construction staking, construction observation, review of electrical service requirements, etc)
- Minor GIS & GPS services
- Capital improvements planning for treatment and collection system improvements
- Wastewater treatment plant optimization
- Infiltration and inflow elimination programming and recommendations
- Assistance with pilot testing of wastewater equipment/technologies
- Assistance with subcontractors to provide geotechnical or surveying services
- Other requested services by CLIENT

3.0 Items not included in Agreement/Supplemental Services

Supplemental services not included in the agreement can be provided by COMPANY under separate agreement, if desired.

4.0 Client Responsibilities

CLIENT must authorize COMPANY to do work by specific task up to the maximum value of this agreement. Authorization must be in written form.

5.0 Professional Services Fee

5.1 Fees

Since this agreement does not have a defined scope of services, accordingly this agreement will have a maximum value of \$50,000.00 but will be based on hourly rates and applicable expenses as indicated below for ongoing services requested by the Client.

First 80 Hours of Service Per Month

In order to recognize the Client's commitment to this ongoing relationship, the fee for the first forty (40) hours of HR Green's Project Manager time will be invoiced at a reduced rate of \$150.00 per hour and the first forty (40) of Project Engineer or Project Staff below the project manager level will be invoiced at a discounted rate of \$100.00 per hour. The Discounted Billing Rate Schedule is effective July 1, 2016 through June 30, 2017.

Service Per Month Exceeding First 80 Hours

The fee for general engineering services beyond the first eighty (80) hours per month will be according to Howard R. Green Company's Standard Billing Rate Schedule. The Standard Billing Rate Schedule effective through December 31, 2016 is attached.

5.1.1.1 TERM OF AGREEMENT

This agreement regarding general engineering services will be in affect from the date of this agreement until June 30, 2017, unless terminated in accordance with the terms of this agreement.

The fee for services will be based on COMPANY standard hourly rates current at the time the agreement is signed. These standard hourly rates are subject to change upon 30 days' written notice. Non salary expenses directly attributable to the project such as: (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) identifiable communication expenses; (3) identifiable reproduction costs applicable to the work; and (4) outside services will be charged in accordance with the rates current at the time the work is done.

5.2 Invoices

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt. If any invoice is not paid within 15 days, COMPANY may, without waiving any claim or right against the CLIENT, and without liability

whatsoever to the CLIENT, suspend or terminate the performance of services. The retainer shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 60 days after the billing, COMPANY may institute collection action and the CLIENT shall pay all costs of collection, including reasonable attorney's fees.

5.3 Extra Work

Any work required but not included as part of this contract shall be considered extra work. Extra work will be billed on a Time and Material basis with prior approval of the CLIENT.

5.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the Scope of Services. These work items are considered extra and are billed separately on an hourly basis.

5.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Per current Rate Schedule as delineated in Section 5.1 of this agreement.

6.0 Terms and Conditions

The following Terms and Conditions are incorporated into this AGREEMENT and made a part of it.

6.1 Standard of Care

Services provided by COMPANY under this AGREEMENT will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

6.2 Entire Agreement

This Agreement, and its attachments, constitutes the entire understanding between CLIENT and COMPANY relating to professional engineering services. Any prior or contemporaneous agreements, promises, negotiations, or representations not expressly set forth herein are of no effect. Subsequent modifications or amendments to this Agreement shall be in writing and signed by the parties to this Agreement. If the CLIENT, its officers, agents, or employees request COMPANY to perform extra work or services pursuant to this Agreement, CLIENT will pay for the additional services even though an additional written Agreement is not issued or signed.

6.3 Time Limit and Commencement of Work

This AGREEMENT must be executed within ninety (90) days to be accepted under the terms set forth herein. The work will be commenced immediately upon receipt of this signed Agreement.

6.4 Suspension of Services

If the Project or the COMPANY'S services are suspended by the CLIENT for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the COMPANY shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension. In addition, upon resumption of services, the CLIENT shall compensate the COMPANY for expenses incurred as a result of the suspension and resumption of its services, and the COMPANY'S schedule and fees for the remainder of the Project shall be equitably adjusted.

If the COMPANY'S services are suspended for more than ninety (90) days, consecutive or in the aggregate, the COMPANY may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the CLIENT.

If the CLIENT is in breach of this Agreement, the COMPANY may suspend performance of services upon five (5) calendar days' notice to the CLIENT. The COMPANY shall have no liability to the CLIENT, and the CLIENT agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the CLIENT. Upon receipt of payment in full of all outstanding sums due from the CLIENT, or curing of such other breach which caused the COMPANY to suspend services, the COMPANY shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

6.5 Book of Account

COMPANY will maintain books and accounts of payroll costs, travel, subsistence, field, and incidental expenses for a period of five (5) years. Said books and accounts will be available at all reasonable times for examination by CLIENT at the corporate office of COMPANY during that time.

6.6 Insurance

COMPANY will maintain insurance for claims under the Worker's Compensation Laws, and from General Liability and Automobile claims for bodily injury, death, or property damage arising from the negligent performance by COMPANY's employees of the functions and services required under this Agreement.

6.7 Termination or Abandonment

Either party has the option to terminate this Agreement. In the event of failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, then the obligation to provide further services under this Agreement may be terminated upon seven days written notice. If any portion of the work is terminated or abandoned by CLIENT, the provisions of this Schedule of Fees and Conditions in regard to compensation and payment shall apply insofar as possible to that portion of the work not terminated or abandoned. If said termination occurs prior to completion of any phase of the project, the fee for services performed during such phase shall be based on COMPANY's reasonable estimate of the portion of such phase completed prior to said termination, plus a reasonable amount to reimburse COMPANY for termination costs.

6.8 Waiver

COMPANY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

6.9 Severability

If any provision of this Agreement is declared invalid, illegal, or incapable of being enforced by any Court of competent jurisdiction, all of the remaining provisions of this Agreement shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.

6.10 Successors and Assigns

All of the terms, conditions, and provisions hereof shall inure to the benefit of and be binding upon the parties hereto, and their respective successors and assigns, provided, however, that no assignment of this Agreement shall be made without written consent of the parties to this Agreement.

6.11 Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the COMPANY. The COMPANY's services under this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against the COMPANY because of this Agreement or the performance or nonperformance of services hereunder. The CLIENT and COMPANY agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this project to carry out the intent of this provision.

6.12 Governing Law and Jurisdiction

The CLIENT and the COMPANY agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Iowa without regard to any conflict of laws provisions, which may apply the laws of other jurisdictions.

It is further agreed that any legal action between the CLIENT and the COMPANY arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the State of Iowa.

6.13 Dispute Resolution

Mediation. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the CLIENT and COMPANY agree that all disputes between them arising out of or relating to this Agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The CLIENT and COMPANY further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

Arbitration. In the event the parties to this Agreement are unable to reach a settlement of any dispute arising out of the services under this Agreement, involving an amount of less than \$50,000, in Mediation, then such disputes shall be settled by binding arbitration by an arbitrator to be mutually agreed upon by the parties, and shall proceed in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. If the parties cannot agree on a single arbitrator, then the arbitrator(s) shall be selected in accordance with the above-referenced rules.

6.14 Attorney's Fees

If litigation arises for purposes of collecting fees or expenses due under this Agreement, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the party justly entitled thereto. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

6.15 Ownership of Instruments of Service

All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by COMPANY as instruments of service shall remain the property of COMPANY. COMPANY shall retain these records for a period of five (5) years following completion/submission of the records, during which period they will be made available to the CLIENT at all reasonable times.

6.16 Reuse of Documents

All project documents including, but not limited to, plans and specifications furnished by COMPANY under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by COMPANY, shall be at the CLIENT's sole risk, and CLIENT shall defend, indemnify and hold harmless COMPANY from all claims, damages and expenses including attorney's fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the COMPANY, and the COMPANY makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the COMPANY be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

6.17 Failure to Abide by Design Documents or To Obtain Guidance

The CLIENT agrees that it would be unfair to hold COMPANY liable for problems that might occur should COMPANY'S plans, specifications or design intents not be followed, or for problems resulting from others' failure to obtain and/or follow COMPANY'S guidance with respect to any errors, omissions, inconsistencies, ambiguities or conflicts which are detected or alleged to exist in or as a consequence of implementing COMPANY'S plans, specifications or other instruments of service. Accordingly, the CLIENT waives any claim against COMPANY, and agrees to defend, indemnify and hold COMPANY harmless from any claim for injury or losses that results from failure to follow COMPANY'S plans, specifications or design intent, or for failure to obtain and/or follow COMPANY'S guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities or conflicts contained within or arising as a result of implementing COMPANY'S plans, specifications or other instruments of services. The CLIENT also agrees to compensate COMPANY for any time spent and expenses incurred remedying CLIENT's failures according to COMPANY'S prevailing fee schedule and expense reimbursement policy.

6.18 Opinion of Probable Construction Cost

COMPANY shall submit to the CLIENT an opinion of probable cost required to construct work recommended, designed, or specified by COMPANY, if required by CLIENT. COMPANY is not a construction cost estimator or construction contractor, nor should COMPANY'S rendering an opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. This requires COMPANY to make a number of assumptions as to actual conditions that will be encountered on site; the specific decisions of other design professionals engaged; the means and methods of construction the contractor will employ; the cost and extent of labor, equipment and materials the contractor will employ; contractor's techniques in determining prices and market conditions at the time, and other factors over which COMPANY has no control. Given the assumptions which must be made, COMPANY cannot guarantee the accuracy of his or her opinions of cost, and in recognition of that fact, the CLIENT waives any claim against COMPANY relative to the accuracy of COMPANY'S opinion of probable construction cost.

6.19 Design Information in Electronic Form

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, COMPANY reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. CLIENT shall retain copies of the work performed by COMPANY in electronic form only for information and use by CLIENT for the specific purpose for which COMPANY was engaged. Said material shall not be used by CLIENT or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by COMPANY without COMPANY's expressed written permission. Any unauthorized use or reuse or modifications of this material shall be at CLIENT'S sole risk. Furthermore, the CLIENT agrees to defend, indemnify, and hold COMPANY harmless from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the modification or reuse of these materials.

The CLIENT recognizes that designs, plans, and data stored on electronic media including, but not limited to computer disk, magnetic tape, or files transferred via email, may be subject to undetectable alteration and/or uncontrollable deterioration. The CLIENT, therefore, agrees that COMPANY shall not be liable for the completeness or accuracy of any materials provided on electronic media after a 30 day inspection period, during which time COMPANY shall correct any errors detected by the CLIENT to complete the design in accordance with the intent of the contract and specifications. After 40 days, at the request of the CLIENT, COMPANY shall submit a final set of sealed drawings, and any additional services to be performed by COMPANY relative to the submitted electronic materials shall be subject to separate AGREEMENT. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the COMPANY and electronic files, the signed or sealed hard-copy construction documents shall govern.

6.20 Information Provided by Others

The CLIENT shall furnish, at the CLIENT's expense, all information, requirements, reports, data, surveys and instructions required by this AGREEMENT. The COMPANY may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. The COMPANY shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the CLIENT and/or the CLIENT's consultants and contractors.

COMPANY is not responsible for accuracy of any plans, surveys or information of any type including electronic media prepared by any other consultants, etc. provided to COMPANY for use in preparation of plans. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the COMPANY from any damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, arising out of or connected in any way with the services performed by other consultants engaged by the CLIENT.

COMPANY is not responsible for accuracy of topographic surveys provided by others. A field check of a topographic survey provided by others will not be done under this contract unless indicated in the Scope of Work.

6.21 Force Majeure

The CLIENT agrees that the COMPANY is not responsible for damages arising directly or indirectly from any delays for causes beyond the COMPANY's control. CLIENT agrees to defend, indemnify, and hold COMPANY, its consultants, agents, and employees harmless from any and all liability, other than that caused

by the negligent acts, errors, or omissions of COMPANY, arising out of or resulting from the same. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in timely manner; failure of performance by the CLIENT or the CLIENT'S contractors or consultants; or discovery of any hazardous substances or differing site conditions. Severe weather disruptions include but are not limited to extensive rain, high winds, snow greater than two (2) inches and ice. In addition, if the delays resulting from any such causes increase the cost or time required by the COMPANY to perform its services in an orderly and efficient manner, the COMPANY shall be entitled to a reasonable adjustment in schedule and compensation.

6.22 Job Site Visits and Safety

Neither the professional activities of COMPANY, nor the presence of COMPANY'S employees and subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. COMPANY and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the General Contractor is solely responsible for job site safety, and warrants that this intent shall be made evident in the CLIENT'S AGREEMENT with the General Contractor. The CLIENT also agrees that the CLIENT, COMPANY and COMPANY'S consultants shall be indemnified and shall be made additional insureds on the General Contractor's and all subcontractor's general liability policies on a primary and non-contributory basis.

6.23 Hazardous Materials

CLIENT hereby understands and agrees that COMPANY has not created nor contributed to the creation or existence of any or all types of hazardous or toxic wastes, materials, chemical compounds, or substances, or any other type of environmental hazard or pollution, whether latent or patent, at CLIENT'S premises, or in connection with or related to this project with respect to which COMPANY has been retained to provide professional engineering services. The compensation to be paid COMPANY for said professional engineering services is in no way commensurate with, and has not been calculated with reference to, the potential risk of injury or loss which may be caused by the exposure of persons or property to such substances or conditions. Therefore, to the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold COMPANY, its officers, directors, employees, and consultants, harmless from and against any and all claims, damages, and expenses, whether direct, indirect, or consequential, including, but not limited to, attorney fees and Court costs, arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acid, alkalis, toxic chemicals, liquids gases, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

It is acknowledged by both parties that COMPANY'S scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event COMPANY or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of COMPANY'S services, COMPANY may, at its option and without liability for consequential or any other damages, suspend performance of services on the project until the CLIENT retains appropriate specialist consultant(s) or contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials, and warrants that the job site is in full compliance with applicable laws and regulations.

Nothing contained within this Agreement shall be construed or interpreted as requiring COMPANY to assume the status of a generator, storer, transporter, treater, or disposal facility as those terms appear within the Resource Conservation and Recovery Act, 42 U.S.C.A., §6901 et seq., as amended, or within any State statute governing the generation, treatment, storage, and disposal of waste.

6.24 Certificate of Merit

The CLIENT shall make no claim for professional negligence, either directly or in a third party claim, against COMPANY unless the CLIENT has first provided COMPANY with a written certification executed by an independent design professional currently practicing in the same discipline as COMPANY and licensed in the State in which the claim arises. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a Design Professional performing professional services under similar circumstances; and c)

state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to COMPANY not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any judicial proceeding.

6.25 Limitation of Liability

The CLIENT agrees, to the fullest extent permitted by law, to limit the liability of COMPANY and COMPANY's officers, directors, partners, employees, shareholders, owners and subconsultants to the CLIENT for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of COMPANY and its officers, directors, partners, employees, shareholders, owners and subconsultants to all those named shall not exceed COMPANY'S total fee received for services rendered on this project or \$50,000.00, whichever is less. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

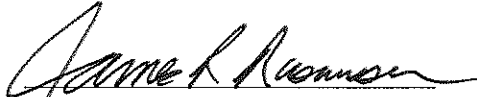
This AGREEMENT is approved and accepted by the CLIENT and COMPANY upon both parties signing and dating the AGREEMENT. Work cannot begin until COMPANY receives a signed agreement. The effective date of the AGREEMENT shall be the last date entered below.

Sincerely,

HR GREEN, INC.

James R. Rasmussen

Approved by:



Printed/Typed Name: James R. Rasmussen

Title: Vice President

Date: 6/29/16

CITY OF INDIANOLA

Accepted by: _____

Printed/Typed Name: _____

Title: _____

Date: _____



HR GREEN, INC.
Billing Rate Schedule
Effective January 1, 2016

Professional Services	Billing Rate Range
Principal	\$195- \$280
Senior Professional	\$165- \$240
Professional	\$110- \$180
Junior Professional	\$85- \$135
Senior Technician	\$90- \$125
Technician	\$45- \$105
Senior Field Personnel	\$100- \$165
Field Personnel	\$60- \$145
Junior Field Personnel	\$50- \$90
Administrative Coordinator	\$85-\$140
Administrative	\$55- \$115
Corporate Admin	\$70- \$120

Reimbursable Expenses

1. All materials and supplies used in the performance of work on this project will be billed at cost plus 10%.
2. Auto mileage will be reimbursed per the standard mileage reimbursement rate established by the Internal Revenue Service. Survey and construction vehicle mileage will be reimbursed on the basis of \$0.85 per mile or \$65.00 per day.
3. Charges for sub-consultants will be billed at their invoice cost plus 15%.
4. A rate of \$6.00 will be charged per HR Green labor hour for a technology and communication fee.
5. All other direct expenses will be invoiced at cost plus 10%.

Information

Subject

Street usage request from Farmers Cooperative Company for a Furry Skurry 5K on July 23, 2016 from 7:00 a.m. - 11:30 a.m. - will begin at 2612 W. 2nd, north on North "Y", east on W. Euclid, north on North "W", east on West Henderson, south on "U", east on West Euclid, south on Kenwood and west on West 2nd (uses the bike trail)

Information

You have the request for a 5K run from Farmers Cooperative. The run will begin at 2612 W. 2nd, north on North "Y", east on West Euclid, north on North "W", east on West Henderson, south on "U", east on West Euclid, south on Kenwood and west on West 2nd back to 2612 W. 2nd. They will be using the bike trail. Their application was received on June 28, 2016 and staff has approved.

Attachments

Event Application

Date: 6/28/16

Event Application

For Furry Skurry 5K

Event Date : July 23, 2016 (7:00 a.m. - 11:30 a.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK Greg</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
HR & Risk Manager – RoxAnne Hunerdosse	<u>RAH</u>	_____
City Manager – Ryan Waller	<u>[Signature]</u>	_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

515-720-1774

Event Name:

Furry Skurry 5K

Date/Time of Event:

July 23, 2016 8:00 am

Location of Event:

Farmers Country Store 2612 W. 2nd Ave

Event Sponsor(s):

Farmers Country Store

Contact Information:

Organization:

Farmers Cooperative Company

Contact Name:

Jordan Eggman

Address:

1000 East Mills Creston, IA 50801

Telephone Number:

(641) 782-7202

Cell Phone Number:

Fax Number:

Email Address:

jeggman@farmerscoopco.com

Today's Date:

6/27/16

Anticipated Attendance:

50

Per Day

50

Total

Event Information:

Setup Begins

Date: 7/23

Time: 7:00

Day of Week: Sat

Event Starts

Date: 7/23

Time: 8:00

Day of Week: Sat

Event Ends

Date: 7/23

Time: 11:00

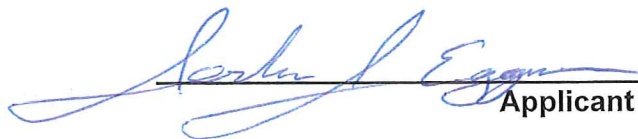
Day of Week: Sat

Dismantle

Date: 7/23

Time: 11:30

Day of Week: Sat



Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

5k held to help raise money for Kiya Koda Humane Society

Please describe what streets you are planning to close:

N/A - runners should be able to run on side walks

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

Will follow all pedestrian guidelines

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

Runners stations will be set up along the route.

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

Farmers Loop employees will be cleaning up same day

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com



Proceeds go to Kiya Koda Humane
Society

Cost: Adults \$25 | Children \$15
(Children must be accompanied by an adult)

*Register by July 13th and Receive
\$5.00/person discount!*

Payment Method

___ Cash ___ Check ___ Credit Card

Make Check Payable to Farmers Coop

Amount Enclosed \$ _____

Credit Card Information

Visa ___ Mastercard ___ American Express ___

Card Number _____

Name on Card _____

Security Code _____

Sorry, No Credit Cards the day of the Run

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Age: _____ Phone: _____

Email: _____

T-Shirt Size: (Check size you would like)

Sm _____ Med _____ Lrg _____

XL _____

Dog Registration

Dog's Name: _____

Breed: _____

Important Notes:

- Walkers must be 16 years old or accompanied by an adult
- One dog per participant suggested
- Dog MUST be leashed
- Please do not bring female dogs that are in heat

Waiver and Release

In consideration of being permitted to participate in Farmers Cooperative Company Afton, IA Furry Skurry, I hereby for myself, my heirs and personal representatives assume any and all risk associated with the event. I further waive, release, discharge and covenant not to sue Farmers Cooperative Company Afton, IA, its officers, employees, organizers, volunteers or other representatives, or their successors and assignees, for any and all injuries or damages of any kind what so ever suffered as a result of taking part in the event and any related activities.

I also agree to the use of any photo, film or video tape of the event for any purpose.

In addition, by signing this form I confirm my pet has current rabies, distemper/parvo combo, and bordatella vaccinations.

Signature: _____ Date: _____

(Parent of Guardian signature if participant is under 18 years old)



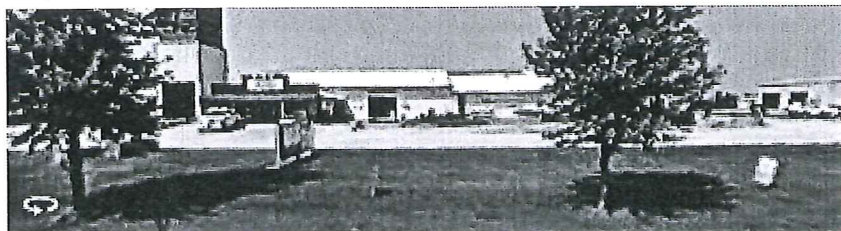
2612 W. 2nd -Indianola 515-961-6300



2612 W 2nd Ave - Google Maps

500 ft 

Indianola, IA 50125



Information

Subject

Street usage request from the Warren County Historical Society - Log Cabin Days Parade - September 24, 2016 from 8:30 a.m. - 12:30 a.m. - the parade will start at the Warren County Administration Building, south on Buxton, east on Ashland, south on Howard, west on Salem to the Warren County Fairgrounds

Information

The Warren County Historical Society is requesting to use the following streets for their annual Log Cabin Festival Parade (Buxton, Ashland, Howard and Salem) on September 24, 2016. Setup will begin at 9:00 a.m. and the parade will start at 10:00 a.m. The paper work is in order and staff has approved. The application was received on June 10, 2016.

Attachments

Event Application

Date: 6/10/16

Event Application

For Log Cabin Days

Event Date : September 24, 2016 (8:30 a.m. - 12:30 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK GME</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
HR & Risk Manager – RoxAnne Hunerdosse	<u>[Signature]</u>	_____
City Manager – Ryan Waller	<u>[Signature]</u>	_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Log Cabin Days
 Date/Time of Event: Sept 24th 2016 Saturday
 Location of Event: Indianola Iowa
 Event Sponsor(s): _____

Contact Information:

Organization: Warren County Genealogy Society
 Contact Name: DARLENE LAWYER
 Address: 1201 NORTH C Street
 Telephone Number: 515-556-7413
 Cell Phone Number: 515-556-7413
 Fax Number: _____
 Email Address: _____
 Today's Date: June 6th 2016

Anticipated Attendance: _____ Per Day _____ Total

Event Information:

Setup Begins	Date: <u>9-24-16</u>	Time: <u>8:30</u>	Day of Week: <u>Saturday</u>
Event Starts	Date: <u>9-24-16</u>	Time: <u>10:00</u>	Day of Week: <u>Saturday</u>
Event Ends	Date: <u>9-24-16</u>	Time: <u>12:00</u>	Day of Week: <u>Saturday</u>
Dismantle	Date: <u>9-24-16</u>	Time: <u>12:30</u>	Day of Week: <u>Saturday</u>

Darlene Lawyer
 Applicant Signature

RETURN PERMIT APPLICATION TO:
 110 North First Street, PO Box 299
 Indianola, Iowa 50125
 Phone: 515-961-9410 Fax: 515-961-9402
 www.indianolaiowa.gov
 E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event: *Parade for Log Cabin Days
Youth of America Organizations*

Please describe what streets you are planning to close: *Parade line up North Buxton
and Clinton Also need 2 barages for N Boston
Parade will go around square to N Ashland
N Salem to the County Fair grounds.*

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

Police Department Escort

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

Trash Cans Remove horse waste ect.

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

Highway 92

South

First Avenue

Highway 65/69

East

West

C St.

B St.

Buxton St.

Courthouse

Howard St.

First St.

Salem Avenue

Ashland Avenue

Boston Avenue

North

Log Cabin
Days Parade

Information

Subject

Street closure request from The Hide Out for the Ride For Rudy Benefit on July 31, 2016 from 8:00 a.m. - 11:00 a.m. - will close East Clinton from North 1st to North Jefferson

Information

The Hide Out is requesting to close East Clinton between North 1st and North Jefferson for the Ride for Rudy Benefit on July 31, 2016 from 8:00 a.m. - 11:00 a.m. (packet). The paper work is in order and staff has approved. The application was received on June 28, 2016.

Attachments

Event Application

Date: 6/28/16

Event Application

For Ride For Rudy Benefit

Event Date : July 31, 2016 (8:00 a.m. - 11:00 a.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Ed Yando	<u>OK EY</u>	_____
Fire Department – Greg Chia	<u>OK Greg</u>	_____
Police Department – Brian Sher	<u>OK BS</u>	_____
HR & Risk Manager – RoxAnne Hunerdosse	<u>RAH</u>	_____
City Manager – Ryan Waller	<u>[Signature]</u>	_____
Chamber of Commerce	<u>[Signature]</u>	_____

Fax: 961-9753

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Ride for Rudy Benefit
 Date/Time of Event: 7/31/16
 Location of Event: 204 E Clinton Ave
 Event Sponsor(s): _____

Contact Information:

Organization: The Hide Out
 Contact Name: Tina Bush
 Address: 204 E Clinton Ave
 Telephone Number: 515 710 0049
 Cell Phone Number: 515 710 0049
 Fax Number: _____
 Email Address: tbush0063@gmail.com
 Today's Date: 6/28/16

Anticipated Attendance: 150 Per Day 150 Total

Event Information:

Setup Begins	Date: <u>7/31/16</u>	Time: <u>8:00 AM</u>	Day of Week: <u>Sunday</u>
Event Starts	Date: <u>7/31/16</u>	Time: <u>8:00 am</u>	Day of Week: <u>I</u>
Event Ends	Date: <u>7/31/16</u>	Time: <u>11:00 am</u>	Day of Week: <u>I</u>
Dismantle	Date: _____	Time: _____	Day of Week: _____

Tina Bush

Applicant Signature

RETURN PERMIT APPLICATION TO:
 110 North First Street, PO Box 299
 Indianola, Iowa 50125
 Phone: 515-961-9410 Fax: 515-961-9402
 www.indianolaiowa.gov
 E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

Close Street for three hours
for motorcycles

Please describe what streets you are planning to close:

Clinton to North 1st Street
from 8 AM to 11 AM

Please describe your safety plan including crowd control. Attach additional sheets if necessary. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, and alcohol, prior history with this event or similar events and other criteria.

Will have extra staff on hand to make crowd
is in designated area. No alcohol will be out in the
street only inside bar and outside patio

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

have several volunteers and staff to control
crowd everyone will have cell phone in case we
need to call for any emergency. Also have first aid
kit available on premise

Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

everything will be cleaned up by staff
and volunteer from event.

Thank you for your interest in holding a neighborhood or community event!

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

Phone: 515-961-9410 Fax: 515-961-9402

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com



Ride for Rudy Benefit
Request for Street Closure
July 31, 2016



6/2016



Meeting Date: 07/05/2016

Information
Subject

Prior and final approval of applications for urban revitalization designation

Information

The following comprise a list of prior and final applications for Urban Revitalization Designation. The paperwork is in order.

Prior

Casey's Marketing Company - 301 E. Trail Ridge Avenue - Convenience Store - \$2,205,000

Autumn Ridge Development - 1509 W. Kentucky Avenue - SFD - \$143,800

CM Construction Services - 900 N. Kenwood Blvd. - SFD - \$148,500

Steger Construction - 609-611 E. Scenic Valley Avenue - Townhome - \$269,500

Lloyd Hedrick - 1203 E. Franklin Avenue - SFD - \$132,750

Final

Autumn Ridge Development - 400 S. 8th Ct. #39-40 - Duplex - \$241,500

Autumn Ridge Development - 400 S. 8th Ct. #53-54 - Duplex - \$277,095

Happe Homes, LLP - 104 N. 230th Street - SFD - \$193,750

NOTE: All SFD's have the first \$75,000 abated.

Below is a list of permits issued through May 31, 2016 and previous years.

	2016		2015		2014		2013		2012	
SFD	18	\$3,399,754 \$188,875	9	\$1,584,700 \$176,078	11	\$2,074,909 \$188,628	14	\$2,639,700 \$188,550	6	\$888,400 \$148,066
Duplexes	3	\$954,600	0	0	1	\$241,500	5	\$848,000	1	\$230,000
MFD	3	\$11,744,453	1	\$21,500	1	\$426,350	1	\$426,350	1	\$426,350
Add/Alt	24	\$222,018	14	\$84,764	11	\$100,582	20	\$127,060	15	\$133,812
Non-Residential	15	\$7,308,287	12	\$10,531,299	14	\$10,368,890	6	\$6,024,880	8	\$407,971
Total	63	\$23,629,112	36	\$12,222,263	38	\$13,212,231	46	\$10,065,990	31	\$2,086,533

Attachments
UR AppsUR Apps1UR Apps 2UR Apps 3

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
4 OR 5 YEAR (COMMERCIAL OR INDUSTRIAL):

☒ Commercial _____ Industrial _____ Date 6/6/16

☒ Prior Approval for Intended Improvements _____ Approval of Improvements Completed _____

Address of Property: 301 East Trail Ridge Avenue

Legal Description of Property: Lot 1 Summercrest Hills Plat 4

Title Holder or Contract Buyer: Casey's Marketing Company

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: _____ Commercial _____ Industrial ☒ Vacant

Proposed Property Use: ☒ Commercial _____ Industrial _____ Vacant
_____ Rental ☒ Owner Occupied

Nature of Improvements: _____ Addition ☒ New Construction _____ General Improvements

DESCRIPTION: One Story - 4,780 sq ft convenience store with 32 parking stalls

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: \$2,205,000

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant
occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
--------	-------------------	---------------------

Signed By:

*Melanie A. Hira - Agent
for Casey's Marketing Co.*

FOR AGENCY USE ONLY:

City Manager The above application is/is not in conformance with the requirements of the
Urban Revitalization Plan for City of Indianola
Relocation Benefits Paid N/A

City Manager _____ Date _____

Building Dept Construction Permit No.(s) 67 Date Issued 05/26/16 FINAL _____

Building Official _____

City Council Application approved/disapproved (reason if disapproved) _____

Indianola City Council _____ Date _____

County Assessor Present assessed value _____ Assessed value w/improvements _____

Eligible or non-eligible for tax abatement _____

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 6/7/16
(please initial items below)

☒ Prior Approval for Intended Improvements ☐ Approval of Improvements Completed

Address of Property: 1509 WEST KENTUCKY Avenue

Legal Description of Property: Lot 48 Autumn Ridge Plat 2

Title Holder or Contract Buyer: Autumn Ridge Development

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: Single family - 1 story - 1,960 sq. ft. -
3 bedrooms - 3 full baths - 3 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☐ No ☐

Attic space insulation rated R-44 or higher? Yes ☐ No ☐

125 M.P.H. lifetime shingle? Yes ☐ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☐ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☐ No ☐

Programmable Energy Star thermostat installed? Yes ☐ No ☐

All ductwork is taped and sealed? Yes ☐ No ☐

All appliances are Energy Star rated? Yes ☐ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: \$143,800

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: _____

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

_____ 3 Year Abatement ☒ 5 Year Abatement _____ Date 6/10/16
(please initial items below)

☒ Prior Approval for Intended Improvements _____ Approval of Improvements Completed

Address of Property: 900 N. Kenwood Blvd.

Legal Description of Property: Lot 12 Cavitt Creek Estates 2

Title Holder or Contract Buyer: CM Const. Services

Address of Owner (if different than above): 1615 W. Salem Ave

Phone Number (to be reached during the day): 515-238-5209

Existing Property Use: _____ Residential _____ Commercial _____ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental ☒ Owner Occupied

Nature of Improvements: _____ Addition ☒ New Construction _____ General Improvements

DESCRIPTION: 1 story sfd - 1,483 sq. ft. - 3 bedrooms -
2 full baths - 3 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☒ No _____

Attic space insulation rated R-44 or higher? Yes ☒ No _____

125 M.P.H. lifetime shingle? Yes ☒ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes ☒ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes ☒ No _____

Programmable Energy Star thermostat installed? Yes ☒ No _____

All ductwork is taped and sealed? Yes ☒ No _____

All appliances are Energy Star rated? Yes ☒ No _____

A/C Unit with Minimum SEER rating of 14 Yes ☒ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☒ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☒ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☒ No _____

Faucets 2.0 GPM? Yes ☒ No _____

Showers 2.0 GPM? Yes ☒ No _____

Water closets 1.3 GPM or dual flush? Yes ☒ No _____

Ductwork in unconditioned spaces all insulated? Yes ☒ No _____

Four trees and six shrubs planted? Yes ☒ No _____

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: 148,500

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: [Signature]

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

 3 Year Abatement X 5 Year Abatement Date 6/10/16
(please initial items below)

X Prior Approval for Intended Improvements Approval of Improvements Completed

Address of Property: 609-611 E Scenic Valley Ave.

Legal Description of Property: Summerset Hill Plats, Lot 3

Title Holder or Contract Buyer: Steger Const. Inc.

Address of Owner (if different than above):

Phone Number (to be reached during the day): 515-988-6027

Existing Property Use: X Residential Commercial Industrial Vacant

Proposed Property Use: Residential Commercial Industrial Vacant

 Rental Owner Occupied

Nature of Improvements: Addition X New Construction General Improvements

DESCRIPTION: Townhome Unit

1 story - 1,385 sq. ft. - 2 bedrooms - 1 full bath - 1 partial bath
2 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes No

Attic space insulation rated R-44 or higher? Yes No

125 M.P.H. lifetime shingle? Yes No

Windows have minimum U factor of .31 or less or a low E rating? Yes No

H.V.A.C. has a minimum 90% efficiency rating? Yes No

Programmable Energy Star thermostat installed? Yes No

All ductwork is taped and sealed? Yes No

All appliances are Energy Star rated? Yes No

A/C Unit with Minimum SEER rating of 14 Yes X No Brand?

Furnace with a minimum 90% efficiency rating Yes X No Brand?

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes X No Brand?

Rating?

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes X No

Faucets 2.0 GPM? Yes X No

Showers 2.0 GPM? Yes X No

Water closets 1.3 GPM or dual flush? Yes X No

Ductwork in unconditioned spaces all insulated? Yes X No

Four trees and six shrubs planted? Yes X No

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: \$269,500

If rental property, complete the following: Number of Units

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant Date of Occupancy Relocation Benefits

Signed By: Steger Const. Inc.

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

X 3 Year Abatement _____ 5 Year Abatement _____ Date 6/7/16
(please initial items below)

_____ Prior Approval for Intended Improvements X Approval of Improvements Completed

Address of Property: 400 South 8th St # 39-40

Legal Description of Property: Lot 3 The Meadows Plot 1

Title Holder or Contract Buyer: Autumn Ridge Development

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: _____ Residential _____ Commercial _____ Industrial X Vacant

Proposed Property Use: X Residential _____ Commercial _____ Industrial _____ Vacant
_____ Rental X Owner Occupied

Nature of Improvements: _____ Addition X New Construction _____ General Improvements

DESCRIPTION: 1 story duplex 1,280 sq ft - 2 bedrooms -
2 full baths - 2 car garage per unit

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher?	Yes _____	No _____
Attic space insulation rated R-44 or higher?	Yes _____	No _____
125 M.P.H. lifetime shingle?	Yes _____	No _____
Windows have minimum U factor of .31 or less or a low E rating?	Yes _____	No _____
H.V.A.C. has a minimum 90% efficiency rating?	Yes _____	No _____
Programmable Energy Star thermostat installed?	Yes _____	No _____
All ductwork is taped and sealed?	Yes _____	No _____
All appliances are Energy Star rated?	Yes _____	No _____
A/C Unit with Minimum SEER rating of 14	Yes _____ No _____	Brand? _____
Furnace with a minimum 90% efficiency rating	Yes _____ No _____	Brand? _____
Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above?	Yes _____ No _____	Brand? _____
Rating?	_____	
Plumbing fixtures in both kitchen and baths are all Energy Star rated?	Yes _____	No _____
Faucets 2.0 GPM? Yes _____ No _____		
Showers 2.0 GPM? Yes _____ No _____		
Water closets 1.3 GPM or dual flush? Yes _____ No _____		
Ductwork in unconditioned spaces all insulated? Yes _____ No _____		
Four trees and six shrubs planted? Yes _____ No _____		

Estimated or Actual Date of Completion: 5/25/16

Estimated or Actual Value of Improvements: \$241,500

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits
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Signed By: _____

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

☒ 3 Year Abatement ☐ 5 Year Abatement Date 6/27/16
(please initial items below)

☐ Prior Approval for Intended Improvements ☒ Approval of Improvements Completed

Address of Property: 400 South 8th Court Units 53-54

Legal Description of Property: Lot 3 The Meadows Plat 1

Title Holder or Contract Buyer: Autumn Ridge Development

Address of Owner (if different than above): _____

Phone Number (to be reached during the day): _____

Existing Property Use: ☐ Residential ☐ Commercial ☐ Industrial ☒ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 1 story duplex - 2,812 sq. ft. - 2 car attached garage per unit - Unit #53 - 3 bed 3 full bath - Unit 54 2 bed 2 full bath

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☐ No ☐

Attic space insulation rated R-44 or higher? Yes ☐ No ☐

125 M.P.H. lifetime shingle? Yes ☐ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☐ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☐ No ☐

Programmable Energy Star thermostat installed? Yes ☐ No ☐

All ductwork is taped and sealed? Yes ☐ No ☐

All appliances are Energy Star rated? Yes ☐ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☐ No ☐ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☐ No ☐ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☐ No ☐ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☐ No ☐

Faucets 2.0 GPM? Yes ☐ No ☐

Showers 2.0 GPM? Yes ☐ No ☐

Water closets 1.3 GPM or dual flush? Yes ☐ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☐ No ☐

Four trees and six shrubs planted? Yes ☐ No ☐

Estimated or Actual Date of Completion: 6/27/16

Estimated or Actual Value of Improvements: \$277,095

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

Signed By: _____

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

_____ 3 Year Abatement ☒ 5 Year Abatement Date 6/28/16
(please initial items below)

☒ Prior Approval for Intended Improvements _____ Approval of Improvements Completed

Address of Property: 1203 E Franklin Avenue

Legal Description of Property: Lot 48 Easton Park 3rd Addition

Title Holder or Contract Buyer: Lloyd C Hedrick Jr

Address of Owner (if different than above): 1214 N 7th St

Phone Number (to be reached during the day): 515 976 5535

Existing Property Use: ☒ Residential _____ Commercial _____ Industrial _____ Vacant

Proposed Property Use: ☒ Residential _____ Commercial _____ Industrial _____ Vacant

_____ Rental ☒ Owner Occupied

Nature of Improvements: _____ Addition ☒ New Construction _____ General Improvements

DESCRIPTION: 1 story sfd - 1,245 sq ft - 2 bedrooms - 2 full baths - 2 car garage

CLASS A / 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☒ No _____

Attic space insulation rated R-44 or higher? Yes ☒ No _____

125 M.P.H. lifetime shingle? Yes ☒ No _____

Windows have minimum U factor of .31 or less or a low E rating? Yes ☒ No _____

H.V.A.C. has a minimum 90% efficiency rating? Yes ☒ No _____

Programmable Energy Star thermostat installed? Yes ☒ No _____

All ductwork is taped and sealed? Yes ☒ No _____

All appliances are Energy Star rated? Yes ☒ No _____

A/C Unit with Minimum SEER rating of 14 Yes ☒ No _____ Brand? _____

Furnace with a minimum 90% efficiency rating Yes ☒ No _____ Brand? _____

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☒ No _____ Brand? _____

Rating? _____

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes _____ No _____

Faucets 2.0 GPM? Yes ☒ No _____

Showers 2.0 GPM? Yes ☒ No _____

Water closets 1.3 GPM or dual flush? Yes ☒ No _____

Ductwork in unconditioned spaces all insulated? Yes _____ No _____

Four trees and six shrubs planted? Yes ☒ No _____

Estimated or Actual Date of Completion: 2/2017

Estimated or Actual Value of Improvements: \$132,750

If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant _____ Date of Occupancy _____ Relocation Benefits _____

☒ Signed By: Lloyd Hedrick Jr

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR
CLASS A (3 or 5 YEAR \$75,000 INCENTIVE) RESIDENTIAL:

3 Year Abatement ☒ 5 Year Abatement ☐ Date 6/29/16
(please initial items below)

 Prior Approval for Intended Improvements ☒ Approval of Improvements Completed

Address of Property: 104 N 20th Street

Legal Description of Property: Lot 12 MEADOW BROOKE

Title Holder or Contract Buyer: HAPPE HOMES, LLP

Address of Owner (if different than above): 2575 N. ANKENY BLVD. SUITE 211

Phone Number (to be reached during the day): (515) 963-0842

Existing Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

Proposed Property Use: ☒ Residential ☐ Commercial ☐ Industrial ☐ Vacant

☐ Rental ☒ Owner Occupied

Nature of Improvements: ☐ Addition ☒ New Construction ☐ General Improvements

DESCRIPTION: 1 story sfd - 2,890 sq. ft. - 4 bedrooms - 1 full bath -
3 partial baths - 3 car garage

CLASS A 5 YEAR TAX ABATEMENT REQUIREMENTS:

Sidewall Insulation rated R-15 or higher? Yes ☒ No ☐

Attic space insulation rated R-44 or higher? Yes ☒ No ☐

125 M.P.H. lifetime shingle? Yes ☒ No ☐

Windows have minimum U factor of .31 or less or a low E rating? Yes ☒ No ☐

H.V.A.C. has a minimum 90% efficiency rating? Yes ☒ No ☐

Programmable Energy Star thermostat installed? Yes ☒ No ☐

All ductwork is taped and sealed? Yes ☒ No ☐

All appliances are Energy Star rated? Yes ☒ No ☐

A/C Unit with Minimum SEER rating of 14 Yes ☒ No ☐ Brand?

Furnace with a minimum 90% efficiency rating Yes ☒ No ☐ Brand?

Gas Water Heater 0.62 EF to 0.79 EF or 0.80 EF and above? Yes ☒ No ☐ Brand?

Rating?

Plumbing fixtures in both kitchen and baths are all Energy Star rated? Yes ☒ No ☐

Faucets 2.0 GPM? Yes ☒ No ☐

Showers 2.0 GPM? Yes ☒ No ☐

Water closets 1.3 GPM or dual flush? Yes ☒ No ☐

Ductwork in unconditioned spaces all insulated? Yes ☒ No ☐

Four trees and six shrubs planted? Yes ☒ No ☐

Estimated or Actual Date of Completion: 6/28/16

Estimated or Actual Value of Improvements: \$193,750

If rental property, complete the following: Number of Units

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant
occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant

Date of Occupancy

Relocation Benefits

Signed By: [Signature]

Information

Subject

Approval of the claims on the computer printout for July 5, 2016

Information

Attachments

Claims

Vendor Report

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND				
911 ETC INC	001-6200-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	27.07
911 ETC INC	001-1700-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	6.25
CITY OF INDIANOLA - UTILITY	001-6500-63710	UTILITIES	06/30/2016	3,078.88
CITY OF INDIANOLA - UTILITY	001-2300-63710	UTILITIES	06/30/2016	13,550.13
IA COMMUNITIES ASSURANCE	001-1700-64081	AUTO	06/30/2016	256.00
IA COMMUNITIES ASSURANCE	001-6500-64082	LIABILITY	06/30/2016	5,625.00
IA COMMUNITIES ASSURANCE	001-6500-64083	PROPERTY	06/30/2016	20,279.00
IA COMMUNITIES ASSURANCE	001-6210-64081	AUTO	06/30/2016	208.00
IMWCA	001-1700-61599	DEPOSIT 2016-17	06/01/2016	564.00
IMWCA	001-6200-61599	DEPOSIT 2016-17	06/01/2016	54.00
IMWCA	001-6150-61599	DEPOSIT 2016-17	06/01/2016	517.00
IMWCA	001-2900-61599	DEPOSIT 2016-17	06/01/2016	46.00
IMWCA	001-6210-61599	DEPOSIT 2016-17	06/01/2016	98.00
IMWCA	001-6100-61599	DEPOSIT 2016-17	06/01/2016	8.00
IMWCA	001-6250-61599	DEPOSIT 2016-17	06/01/2016	27.00
KOSMAN CLEANING CREW LLC	001-6500-64090	2ND HALF OF JUNE	06/27/2016	2,167.00
LIGHTEDGE SOLUTIONS INC	001-6210-64190	SAN YEARLY MAINTENANCE SUPPORT	06/06/2016	1,248.94
ROBINSON, MINDI	001-1700-61440	WELLNESS JUNE 2016	06/30/2016	15.00
SHULL, DOUG	001-6500-64990	TREASURER CONTRACT	06/28/2016	83.33
WEINMAN INSURANCE SERVIC	001-6500-64084	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	549.00
Total GENERAL FUND:				48,407.60
POLICE FUND				
911 ETC INC	011-1100-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	37.50
IA COMMUNITIES ASSURANCE	011-1100-64082	LIABILITY	06/30/2016	13,073.00
IA COMMUNITIES ASSURANCE	011-1100-64083	PROPERTY	06/30/2016	359.00
IA COMMUNITIES ASSURANCE	011-1100-64081	AUTO	06/30/2016	3,316.00
IMWCA	011-1100-61599	DEPOSIT 2016-17	06/01/2016	8,052.00
KIYA KODA HUMANE SOCIETY	011-1100-64137	HUMANE SOCIETY CONTRACT - JULY 2016	06/28/2016	2,412.74
Total POLICE FUND:				27,250.24
FIRE FUND				
911 ETC INC	015-1500-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	22.92
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	06/30/2016	29.66
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES	06/30/2016	200.00
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES - PD/FIRE BLDG	06/30/2016	194.80
IA COMMUNITIES ASSURANCE	015-1500-64082	LIABILITY	06/30/2016	524.00
IA COMMUNITIES ASSURANCE	015-1500-64083	PROPERTY	06/30/2016	185.00
IA COMMUNITIES ASSURANCE	015-1500-64081	AUTO	06/30/2016	17,132.00
IMWCA	015-1500-61599	DEPOSIT 2016-17	06/01/2016	12,822.00
WEINMAN INSURANCE SERVIC	015-1500-61550	VOLUNTEER FIRE AD&D	06/30/2016	713.58
Total FIRE FUND:				31,823.96
AMBULANCE FUND				
IA COMMUNITIES ASSURANCE	016-1600-64081	AUTO	06/30/2016	2,972.00
IA COMMUNITIES ASSURANCE	016-1600-64082	LIABILITY	06/30/2016	1,096.00
IMWCA	016-1600-61599	DEPOSIT 2016-17	06/01/2016	5,316.00
Total AMBULANCE FUND:				9,384.00
LIBRARY FUND				
911 ETC INC	041-4100-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	22.92
IA COMMUNITIES ASSURANCE	041-4100-64083	PROPERTY	06/30/2016	3,514.00
IA COMMUNITIES ASSURANCE	041-4100-64082	LIABILITY	06/30/2016	296.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
IMWCA	041-4100-61599	DEPOSIT 2016-17	06/01/2016	86.00
WEINMAN INSURANCE SERVIC	041-4100-64084	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	549.00
Total LIBRARY FUND:				4,467.92
PARK & RECREATION FUND				
911 ETC INC	042-4200-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	33.33
911 ETC INC	042-4300-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	10.42
AGRILAND FS INC	042-4200-65072	FIELD DRY & MARKER CHAULK	06/23/2016	1,676.80
ATLANTIC BOTTLING CO.	042-4200-65070	SOFTBALL CONCESSIONS	06/14/2016	364.90
ATLANTIC BOTTLING CO.	042-4200-65070	SOFTBALL CONCESSIONS	06/21/2016	871.20
CHAPLIN, BRIANNA	042-4200-64250	YOUTH & ADULT SB UMPIRE	06/27/2016	205.00
COLLINS, NIKKI	042-4200-64250	YOUTH SB UMPIRE	06/27/2016	65.00
CORY, TARRY	042-4200-64250	ADULT SB UMPIRE	06/27/2016	150.00
CR SERVICES	042-4200-65070	SOFTBALL TP	06/20/2016	190.52
CRAWFORD, RICHARD L.	042-4200-64250	ADULT SB UMPIRE	06/27/2016	300.00
DUBCAZAK, DAVID	042-4200-64205	INSTRUCTOR FEES	06/27/2016	484.00
DUBCAZAK, DAVID	042-4200-64205	SUPPLIES	06/27/2016	303.56
DUST PROS JANITORIAL	042-4200-64090	ACTIVITY CENTER CLEANING - MAY 2016	05/20/2016	1,562.00
DUST PROS JANITORIAL	042-4200-64090	ACTIVITY CENTER CLEANING - JUNE 2016	06/21/2016	1,637.00
DUST PROS JANITORIAL	042-4200-65070	ACTIVITY CENTER CLEANING SUPPLIES	06/21/2016	53.47
FARNER-BROCKEN CO	042-4200-65070	SOFTBALL CONCESSIONS	06/14/2016	1,428.54
FARNER-BROCKEN CO	042-4200-65070	SOFTBALL CONCESSIONS	06/21/2016	1,614.27
GILLET, DIXIE	042-4300-66990	REFUND FOR MCCORD SHELTER	06/20/2016	24.00
GLICK, SUSAN	042-4200-66990	REFUND DAMAGE DEPOSIT	06/20/2016	10.00
GLICK, SUSAN	042-4200-66990	REFUND ADM FEE	06/20/2016	10.00
GRAY DIETZ, PAULA	042-4200-64205	BRICKS FOR KIDZ CAMP INSTRUCTION	06/10/2016	1,805.00
IA COMMUNITIES ASSURANCE	042-4300-64081	AUTO	06/30/2016	2,004.00
IA COMMUNITIES ASSURANCE	042-4400-64082	LIABILITY	06/30/2016	916.00
IA COMMUNITIES ASSURANCE	042-4300-64083	PROPERTY	06/30/2016	3,054.00
IA COMMUNITIES ASSURANCE	042-4400-64081	AUTO	06/30/2016	793.00
IA COMMUNITIES ASSURANCE	042-4300-64082	LIABILITY	06/30/2016	1,716.00
IA COMMUNITIES ASSURANCE	042-4400-64083	PROPERTY	06/30/2016	2,102.00
IMWCA	042-4200-61599	DEPOSIT 2016-17	06/01/2016	110.00
IMWCA	042-4300-61599	DEPOSIT 2016-17	06/01/2016	1,501.00
INDOFF INCORPORATED	042-4200-65060	TONER	06/20/2016	77.73
INDOFF INCORPORATED	042-4200-65060	OFFICE SUPPLIES	06/27/2016	76.09
INFOMAX OFFICE SYSTEMS IN	042-4200-65060	COPIES	06/16/2016	79.54
KESTER, KATHY	042-4200-64190	KEYBOARD	06/27/2016	29.88
KESTER, KATHY	042-4200-65060	BATTERIES	06/27/2016	21.94
LUCAS, ADAM	042-4200-64205	PROGRAM SET-UP	06/18/2016	40.00
MC INTYRE, CRAIG	042-4200-64250	YOUTH & ADULT SB UMPIRE	06/27/2016	140.00
MID AMERICAN ENERGY CO.	042-4200-63710	ACTIVITY CENTER UTILITIES	06/21/2016	18.32
MYERS, ROBERT	042-4200-64250	ADULT SB UMPIRE	06/27/2016	75.00
NORWALK READY-MIXED CON	042-4200-63100	PICKARD PARKING LOT STORM SEWER	06/13/2016	325.00
PARK, KRIS	042-4200-64250	YOUTH & ADULT SB UMPIRE	06/27/2016	140.00
SIMPSON COLLEGE	042-4200-64205	ZONE WAGES 2015-2016	06/15/2016	986.91
VOLTMER, BETH	042-4200-64205	CHAULK PAINT WORKSHOP INSTRUCTION	06/21/2016	160.00
WEINMAN INSURANCE SERVIC	042-4400-64084	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	494.00
WEINMAN INSURANCE SERVIC	042-4200-64084	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	494.00
WESLEY WOODS CAMP & RET	042-4200-64205	BULLSEYE CAMP	06/07/2016	420.00
WESLEY WOODS CAMP & RET	042-4200-64205	NATURE EXPLORERS	06/03/2016	125.00
WESLEY WOODS CAMP & RET	042-4200-64205	HORSEBACK RIDE	06/10/2016	185.00
Total PARK & RECREATION FUND:				28,883.42
POOL (MEMORIAL) FUND				
911 ETC INC	045-4500-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	4.17

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
ACCO UNLIMITED CORP.	045-4500-65011	LIQUID SOLUTION	06/20/2016	554.40
ACCO UNLIMITED CORP.	045-4500-65011	FREIGHT	06/20/2016	12.50
ACCO UNLIMITED CORP.	045-4500-65010	07-L	06/20/2016	166.60
ACCO UNLIMITED CORP.	045-4500-65072	VACUUM DISCHARGE HOSE	06/23/2016	48.71
AGSOURCE LABORATORIES	045-4500-64200	JUNE WATER TEST	06/27/2016	13.00
IA COMMUNITIES ASSURANCE	045-4500-64082	LIABILITY	06/30/2016	5,407.00
IA COMMUNITIES ASSURANCE	045-4500-64083	PROPERTY	06/30/2016	1,048.00
IMWCA	045-4500-61599	DEPOSIT 2016-17	06/01/2016	484.00
WEINMAN INSURANCE SERVIC	045-4500-66990	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	823.00
Total POOL (MEMORIAL) FUND:				8,561.38
ROAD USE TAX FUND				
911 ETC INC	110-2100-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	4.17
CENTURYLINK	110-2100-63730	TRAFFIC SIGNALS	06/22/2016	47.90
CITY OF INDIANOLA - UTILITY	110-2100-63710	UTILITIES	06/30/2016	325.15
HARRISON TRUCK CENTERS	110-2100-63320	NEW TRANS/TURBO/ETC REPAIRS	06/15/2016	11,179.76
IA COMMUNITIES ASSURANCE	110-2100-64081	AUTO	06/30/2016	6,008.00
IA COMMUNITIES ASSURANCE	110-2100-64082	LIABILITY	06/30/2016	2,134.00
IA COMMUNITIES ASSURANCE	110-2100-64083	PROPERTY	06/30/2016	4,529.00
IMWCA	110-2100-61599	DEPOSIT 2016-17	06/01/2016	4,186.00
MOMAR	110-2100-65076	SHOP SUPPLIES	06/01/2016	530.30
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/16/2016	416.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/16/2016	686.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/17/2016	612.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/20/2016	1,886.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/21/2016	1,298.50
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/22/2016	116.00
NORWALK READY-MIXED CON	110-2100-65073	CONCRETE	06/22/2016	1,029.00
O'REILLY AUTO PARTS	110-2100-63320	FILTERS	06/28/2016	95.08
O'REILLY AUTO PARTS	110-2100-63320	FILTER	06/28/2016	29.99
O'REILLY AUTO PARTS	110-2100-63320	FILTER/MUD FLAP	06/30/2016	44.27
WEINMAN INSURANCE SERVIC	110-2100-64083	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	1,317.00
Total ROAD USE TAX FUND:				36,475.62
CP--CAF FUND				
CITY OF INDIANOLA - UTILITY	344-4400-67805	UTILITIES	06/30/2016	105.15
Total CP--CAF FUND:				105.15
SEWER FUND				
911 ETC INC	610-8300-63730	911 ANNUAL MEMBERSHIP FEE	06/28/2016	16.67
IA COMMUNITIES ASSURANCE	610-8300-64083	PROPERTY	06/30/2016	8,428.00
IA COMMUNITIES ASSURANCE	610-8300-64081	AUTO	06/30/2016	2,644.00
IA COMMUNITIES ASSURANCE	610-8300-64082	LIABILITY	06/30/2016	3,607.00
IMWCA	610-8300-61599	DEPOSIT 2016-17	06/01/2016	1,216.00
T.R.M. DISPOSAL LLC	610-8325-64990	ACCT #583 - TRASH - SOUTH PLANT	06/24/2016	49.00
T.R.M. DISPOSAL LLC	610-8350-64990	ACCT #583 - TRASH - NORTH PLANT	06/24/2016	96.00
WEINMAN INSURANCE SERVIC	610-8300-64084	MACHINERY & EQUIPMENT COVERAGE - CINCINNATI INSURAN	05/26/2016	4,446.00
Total SEWER FUND:				20,502.67
SEWER CAPITAL PROJECTS FUND				
GRIMES ASPHALT & PAVING	710-8300-67503	ASPHALT MIX	06/23/2016	6,671.84
HR GREEN INC	710-8300-67501	SANITARY FORCE MAIN REPAIR	06/24/2016	3,840.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
Total SEWER CAPITAL PROJECTS FUND:				10,511.84
Grand Totals:				226,373.80

City Council: _____

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
911 ETC INC				
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	10.42	PARK & RECREATI
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	33.33	PARK & RECREATI
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	22.92	LIBRARY FUND
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	4.17	ROAD USE TAX FU
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	4.17	POOL (MEMORIAL)
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	6.25	GENERAL FUND
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	22.92	FIRE FUND
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	37.50	POLICE FUND
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	27.07	GENERAL FUND
911 ETC INC	911 ANNUAL MEMBERSHIP FEE	06/28/2016	16.67	SEWER FUND
Total 911 ETC INC:			185.42	
ACCO UNLIMITED CORP.				
ACCO UNLIMITED CORP.	FREIGHT	06/20/2016	12.50	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	LIQUID SOLUTION	06/20/2016	554.40	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	07-L	06/20/2016	166.60	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	VACUUM DISCHARGE HOSE	06/23/2016	48.71	POOL (MEMORIAL)
Total ACCO UNLIMITED CORP.:			782.21	
AGRILAND FS INC				
AGRILAND FS INC	FIELD DRY & MARKER CHAULK	06/23/2016	1,676.80	PARK & RECREATI
Total AGRILAND FS INC:			1,676.80	
AGSOURCE LABORATORIES				
AGSOURCE LABORATORIES	JUNE WATER TEST	06/27/2016	13.00	POOL (MEMORIAL)
Total AGSOURCE LABORATORIES:			13.00	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	SOFTBALL CONCESSIONS	06/14/2016	364.90	PARK & RECREATI
ATLANTIC BOTTLING CO.	SOFTBALL CONCESSIONS	06/21/2016	871.20	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			1,236.10	
CENTURYLINK				
CENTURYLINK	TRAFFIC SIGNALS	06/22/2016	47.90	ROAD USE TAX FU
Total CENTURYLINK:			47.90	
CHAPLIN, BRIANNA				
CHAPLIN, BRIANNA	YOUTH & ADULT SB UMPIRE	06/27/2016	205.00	PARK & RECREATI
Total CHAPLIN, BRIANNA:			205.00	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	105.15	CP--CAF FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	29.66	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	3,078.88	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	200.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	13,550.13	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	06/30/2016	325.15	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES - PD/FIRE BLDG	06/30/2016	194.80	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CITY OF INDIANOLA - UTILITY:			17,483.77	
COLLINS, NIKKI				
COLLINS, NIKKI	YOUTH SB UMPIRE	06/27/2016	65.00	PARK & RECREATI
Total COLLINS, NIKKI:			65.00	
CORY, TARRY				
CORY, TARRY	ADULT SB UMPIRE	06/27/2016	150.00	PARK & RECREATI
Total CORY, TARRY:			150.00	
CR SERVICES				
CR SERVICES	SOFTBALL TP	06/20/2016	190.52	PARK & RECREATI
Total CR SERVICES:			190.52	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	ADULT SB UMPIRE	06/27/2016	300.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			300.00	
DUBCZAK, DAVID				
DUBCZAK, DAVID	INSTRUCTOR FEES	06/27/2016	484.00	PARK & RECREATI
DUBCZAK, DAVID	SUPPLIES	06/27/2016	303.56	PARK & RECREATI
Total DUBCZAK, DAVID:			787.56	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANING - MAY 2016	05/20/2016	1,562.00	PARK & RECREATI
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANING - JUNE 2016	06/21/2016	1,637.00	PARK & RECREATI
DUST PROS JANITORIAL	ACTIVITY CENTER CLEANING SUPPLIES	06/21/2016	53.47	PARK & RECREATI
Total DUST PROS JANITORIAL:			3,252.47	
FARNER-BROCKEN CO				
FARNER-BROCKEN CO	SOFTBALL CONCESSIONS	06/14/2016	1,428.54	PARK & RECREATI
FARNER-BROCKEN CO	SOFTBALL CONCESSIONS	06/21/2016	1,614.27	PARK & RECREATI
Total FARNER-BROCKEN CO:			3,042.81	
GILLETT, DIXIE				
GILLETT, DIXIE	REFUND FOR MCCORD SHELTER	06/20/2016	24.00	PARK & RECREATI
Total GILLETT, DIXIE:			24.00	
GLICK, SUSAN				
GLICK, SUSAN	REFUND DAMAGE DEPOSIT	06/20/2016	10.00	PARK & RECREATI
GLICK, SUSAN	REFUND ADM FEE	06/20/2016	10.00	PARK & RECREATI
Total GLICK, SUSAN:			20.00	
GRAY DIETZ, PAULA				
GRAY DIETZ, PAULA	BRICKS FOR KIDZ CAMP INSTRUCTION	06/10/2016	1,805.00	PARK & RECREATI
Total GRAY DIETZ, PAULA:			1,805.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	ASPHALT MIX	06/23/2016	6,671.84	SEWER CAPITAL P
Total GRIMES ASPHALT & PAVING:			6,671.84	
HARRISON TRUCK CENTERS				
HARRISON TRUCK CENTERS	NEW TRANS/TURBO/ETC REPAIRS	06/15/2016	11,179.76	ROAD USE TAX FU
Total HARRISON TRUCK CENTERS:			11,179.76	
HR GREEN INC				
HR GREEN INC	SANITARY FORCE MAIN REPAIR	06/24/2016	3,840.00	SEWER CAPITAL P
Total HR GREEN INC:			3,840.00	
IA COMMUNITIES ASSURANCE POOL				
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	2,972.00	AMBULANCE FUN
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	916.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	1,048.00	POOL (MEMORIAL)
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	2,004.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	5,407.00	POOL (MEMORIAL)
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	3,514.00	LIBRARY FUND
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	793.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	296.00	LIBRARY FUND
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	8,428.00	SEWER FUND
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	256.00	GENERAL FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	13,073.00	POLICE FUND
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	359.00	POLICE FUND
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	17,132.00	FIRE FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	1,716.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	2,102.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	208.00	GENERAL FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	2,134.00	ROAD USE TAX FU
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	4,529.00	ROAD USE TAX FU
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	3,316.00	POLICE FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	1,096.00	AMBULANCE FUN
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	3,054.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	6,008.00	ROAD USE TAX FU
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	524.00	FIRE FUND
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	185.00	FIRE FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	5,625.00	GENERAL FUND
IA COMMUNITIES ASSURANCE	PROPERTY	06/30/2016	20,279.00	GENERAL FUND
IA COMMUNITIES ASSURANCE	AUTO	06/30/2016	2,644.00	SEWER FUND
IA COMMUNITIES ASSURANCE	LIABILITY	06/30/2016	3,607.00	SEWER FUND
Total IA COMMUNITIES ASSURANCE POOL:			113,225.00	
IMWCA				
IMWCA	DEPOSIT 2016-17	06/01/2016	517.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	484.00	POOL (MEMORIAL)
IMWCA	DEPOSIT 2016-17	06/01/2016	54.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	4,186.00	ROAD USE TAX FU
IMWCA	DEPOSIT 2016-17	06/01/2016	98.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	1,216.00	SEWER FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	5,316.00	AMBULANCE FUN
IMWCA	DEPOSIT 2016-17	06/01/2016	8.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	1,501.00	PARK & RECREATI
IMWCA	DEPOSIT 2016-17	06/01/2016	12,822.00	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	46.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	110.00	PARK & RECREATI
IMWCA	DEPOSIT 2016-17	06/01/2016	564.00	GENERAL FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	86.00	LIBRARY FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	8,052.00	POLICE FUND
IMWCA	DEPOSIT 2016-17	06/01/2016	27.00	GENERAL FUND
Total IMWCA:			35,087.00	
INDOFF INCORPORATED				
INDOFF INCORPORATED	TONER	06/20/2016	77.73	PARK & RECREATI
INDOFF INCORPORATED	OFFICE SUPPLIES	06/27/2016	76.09	PARK & RECREATI
Total INDOFF INCORPORATED:			153.82	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	COPIES	06/16/2016	79.54	PARK & RECREATI
Total INFOMAX OFFICE SYSTEMS INC.:			79.54	
KESTER, KATHY				
KESTER, KATHY	BATTERIES	06/27/2016	21.94	PARK & RECREATI
KESTER, KATHY	KEYBOARD	06/27/2016	29.88	PARK & RECREATI
Total KESTER, KATHY:			51.82	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - JULY 2016	06/28/2016	2,412.74	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,412.74	
KOSMAN CLEANING CREW LLC				
KOSMAN CLEANING CREW LLC	2ND HALF OF JUNE	06/27/2016	2,167.00	GENERAL FUND
Total KOSMAN CLEANING CREW LLC:			2,167.00	
LIGHTEDGE SOLUTIONS INC				
LIGHTEDGE SOLUTIONS INC	SAN YEARLY MAINTENANCE SUPPORT	06/06/2016	1,248.94	GENERAL FUND
Total LIGHTEDGE SOLUTIONS INC:			1,248.94	
LUCAS, ADAM				
LUCAS, ADAM	PROGRAM SET-UP	06/18/2016	40.00	PARK & RECREATI
Total LUCAS, ADAM:			40.00	
MC INTYRE, CRAIG				
MC INTYRE, CRAIG	YOUTH & ADULT SB UMPIRE	06/27/2016	140.00	PARK & RECREATI
Total MC INTYRE, CRAIG:			140.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	06/21/2016	18.32	PARK & RECREATI
Total MID AMERICAN ENERGY CO.:			18.32	
MOMAR				
MOMAR	SHOP SUPPLIES	06/01/2016	530.30	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MOMAR:			530.30	
MYERS, ROBERT				
MYERS, ROBERT	ADULT SB UMPIRE	06/27/2016	75.00	PARK & RECREATI
Total MYERS, ROBERT:			75.00	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	PICKARD PARKING LOT STORM SEWER	06/13/2016	325.00	PARK & RECREATI
NORWALK READY-MIXED CON	CONCRETE	06/16/2016	416.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/16/2016	686.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/17/2016	612.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/20/2016	1,886.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/21/2016	1,298.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/22/2016	116.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	06/22/2016	1,029.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			6,370.00	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	06/28/2016	95.08	ROAD USE TAX FU
O'REILLY AUTO PARTS	FILTER	06/28/2016	29.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	FILTER/MUD FLAP	06/30/2016	44.27	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			169.34	
PARK, KRIS				
PARK, KRIS	YOUTH & ADULT SB UMPIRE	06/27/2016	140.00	PARK & RECREATI
Total PARK, KRIS:			140.00	
ROBINSON, MINDI				
ROBINSON, MINDI	WELLNESS JUNE 2016	06/30/2016	15.00	GENERAL FUND
Total ROBINSON, MINDI:			15.00	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	06/28/2016	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SIMPSON COLLEGE				
SIMPSON COLLEGE	ZONE WAGES 2015-2016	06/15/2016	986.91	PARK & RECREATI
Total SIMPSON COLLEGE:			986.91	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	06/24/2016	49.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	06/24/2016	96.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			145.00	
VOLTMER, BETH				
VOLTMER, BETH	CHAULK PAINT WORKSHOP INSTRUCTION	06/21/2016	160.00	PARK & RECREATI
Total VOLTMER, BETH:			160.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WEINMAN INSURANCE SERVICE				
WEINMAN INSURANCE SERVICE	VOLUNTEER FIRE AD&D	06/30/2016	713.58	FIRE FUND
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	494.00	PARK & RECREATI
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	823.00	POOL (MEMORIAL)
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	1,317.00	ROAD USE TAX FU
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	494.00	PARK & RECREATI
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	549.00	LIBRARY FUND
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	549.00	GENERAL FUND
WEINMAN INSURANCE SERVICE	MACHINERY & EQUIPMENT COVERAGE - CI	05/26/2016	4,446.00	SEWER FUND
Total WEINMAN INSURANCE SERVICE:			9,385.58	
WESLEY WOODS CAMP & RETREAT CTR				
WESLEY WOODS CAMP & RET	BULLSEYE CAMP	06/07/2016	420.00	PARK & RECREATI
WESLEY WOODS CAMP & RET	NATURE EXPLORERS	06/03/2016	125.00	PARK & RECREATI
WESLEY WOODS CAMP & RET	HORSEBACK RIDE	06/10/2016	185.00	PARK & RECREATI
Total WESLEY WOODS CAMP & RETREAT CTR:			730.00	
Grand Totals:			226,373.80	

City Council: _____

Information

Subject

Economic Development Report and direction for contract renewal with Greg Marchant

Information

Greg will present the Economic Development Report (packet).

Attachments

July Report

Greg Marchant
Development report for July, 2016

Since the written report supplied in June, I wanted to provide an overview of my efforts.

- I have completed some sort of communication with all of the contacts that I had on my initial list. There have been some additions since this process started, and I remain hopeful that some sort of building will come from these efforts.
- It appears that the potential for residential development continues to gain momentum. I know there will be discussions among the elected officials for options that will improve the playing field for future development. In my opinion, these options are necessary to making Indianola a viable candidate for residential expansion.
- An update on the private community development group: our progress has been delayed while we wait for organizational information. As soon as we have that, the conversations will continue.
- It was truly a great day for Indianola when we "broke ground" for the new Country Inn & Suites. Mike Wendell continues to offer a passion for being a part of our community that is truly noteworthy. I'm very thankful that we have reached the point of seeing actual construction!
- While I have some current direct prospect communication taking place, we have reached a point where waiting as replaced contacting. Until we reach an actual breakthrough, there may be very little for me to report. I had hoped that we would be a little further along with the private community development group, but as I mentioned earlier, we have hit a slow down.
- Currently, my contract with the City is scheduled to end in July. I believe we have created some new enthusiasm for development in our community over the past months. While I would like to see more building taking place, I do believe the opportunities have improved for both residential and retail growth. I will continue to move forward with those projects that are currently having activity through July, then evaluate.

Information

Subject

Presentation of the fiber feasibility study from the IMU Board Chair and General Manager

Information

IMU Board Chair Deb White and General Manager Rob Stangel will present the fiber feasibility study (packet).

Attachments

Presentation

Survey Data - Residential

- Responses: 369
- 81% believe high-speed internet is an essential service
- Approximately 1/2 use internet for home-based business or job
- 5 out of 10 stated current internet services were insufficient due to inadequate speed for price, unreliable, and lack of options
- Not one vendor in survey was rated “very good” or “excellent”

Survey – Residential Comments

- "I am a new resident to Indianola and did not realize internet service was so terrible where I purchased my home."
- "I need my service to work. Busy people don't have time for shut downs, dropped service and slow speeds."
- "Indianola seems to be lagging behind much of the world in internet options and speed. Can't interact with internet the way I would like. Big downloads take too long, upload next to impossible, hard to use online applications that are desktop replacements."
- "We are actually thinking of relocating for faster internet."
- "I would much rather give money to a local internet company than a big conglomerate."

Survey Data - Business

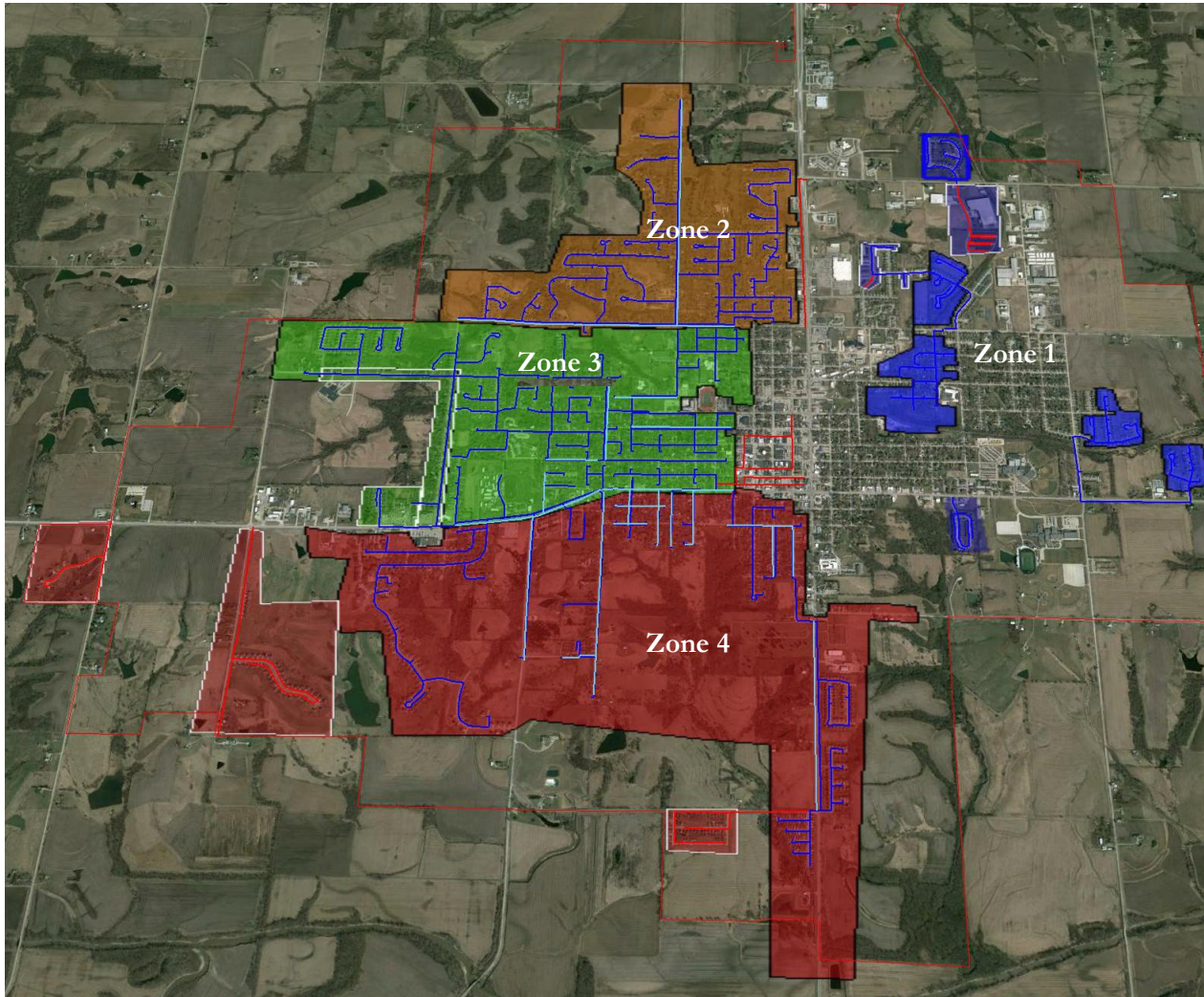
- Responses: 27
- 91% respondents believe high-speed Internet is an essential service
- 8 out of 10 stated current Internet services were insufficient.
- 71% experience consistent moderate to severe disruptions
- 87% of respondents held that having high-speed access is important when making a decision to locate or remain in a community

Model Options

- Infrastructure Provider
 - Invest in broadband infrastructure
 - Develop lease and IRU rates for dark fiber assets
- Open Access
- Retail Provider (Government, Business, Residential)
 - Stand-Alone
 - Public-Private Partnership (PPP)
- Recommendation

Based on study results, a full retail model is the best current option for IMU

Proposed Build Out Zones



Capital Cost Estimates - Network

Network Costs

Feeder & Distribution Fiber Design & Construction:	\$6,714,398
Premises Connected	\$2,390,385
Headend Equipment / PM	\$1,780,000
Building Improvements	\$550,000
General Equipment	\$212,500
Working Capital Operating (4 yrs):	\$4,760,441
Total:	\$16,666,440

Staffing

■ Management

- Communications Superintendent (1 FTE)
- Sales & Marketing Coordinator (1 FTE)
- Accounting & Finance (1 FTE)

■ Staff-level

- Field Services Crew Chief (1 FTE)
- GIS Coordinator (0.5 FTE)
- Customer Service Coordinator (1 FTE)
- Customer Service Rep (2 FTE)
- Voice Technician (1 FTE)
- Headend Technician (1 FTE)
- Field Technician (3 FTE)

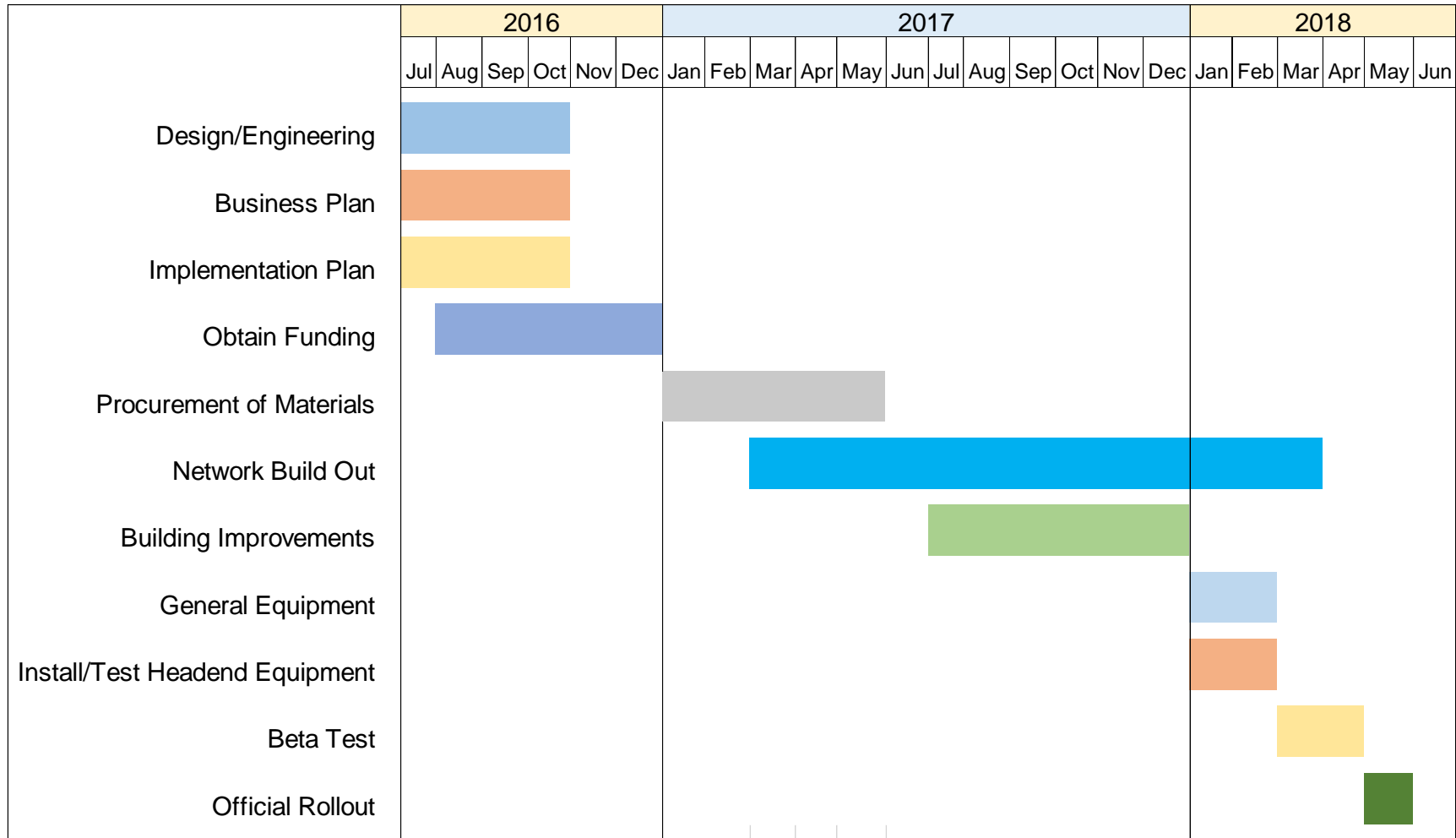
Payback Metrics

- Assumption is 40% Uptake Rate
- Two Residential Packages
 - 1G Internet @ \$70
 - 1G Internet and Voice @ \$95
- Business and Anchor Services Are Multi-Tiered
- Larger Business and Anchors will be negotiated on an Individual Case Basis (ICB)
- EBITA positive by 3rd year and cumulative free cash flow from year 1

Model / Uptake Comparison

Uptake Percentage (Residential-Business)	Wholesale (40% uptake)	25% -25%	40% -40%	55% -55%	70% -50%
Number of Subscribers					
Residential	1726	1,078	1,726	2,372	3,020
Business	241	151	241	332	302
Key Financial Metrics					
Total Borrowing	\$11.1M	\$15.9M	\$16.7M	\$17.5M	\$17.9M
Year for Positive Net Income	Year 19	Year 22	Year 7	Year 4	Year 4
Total Reserve Balances	1.9M	\$2.75M	\$2.8M	\$3.0M	\$3.1M
Capital Cost Summary					
Fiber Buildout	\$6.74M	\$6.74M	\$6.74M	\$6.74M	\$6.74M
Drop Fiber	\$1.7M	\$1.5M	\$2.4M	\$3.3M	\$3.9M
Other Capital (hw, sw, facilities)	\$1.3M	\$2.5M	\$2.5M	\$2.5M	\$2.5M
Initial Operating (Startup) Costs	\$1.7M	\$4.68M	\$4.9M	\$4.9M	\$3.3M
Cumulative Free Cash Flow (20 yr)	(15.5M)	(15.7M)	\$2.6M	\$21.0M	\$29.7M

Proposed Buildout Timeline



Next Steps

- Begin the Design/Engineering process as soon as possible
- Develop formal Business Plan based on full retail model
- Develop Implementation Plan based on determined build out model/timeline and full retail business model
- Investigate and finalize sources of funding

Next Steps



Task	Description	Cost Estimate
1. Develop FTTH Business Plan	Provide an investment grade business plan which will support project financing.	\$35,000
2. Develop Implementation Plan and Solicit Cost Proposals from Vendors	Develop an implementation plan that outlines the timeframe for deployment of FTTH services, develop RFPs as required and solicit proposals from vendors to provide valid engineers estimates.	\$45,000
3. FTTH Design/Engineering	Provide a full P.E approved design and engineering FTTH package which includes design documents, specs and standards, RFP package for construction and valid engineers' estimates.	\$302,000
Estimated Total:		\$382,000

Information

Subject

Recognition of Norm Hart - 2016 Grade 2 Operator of the Year

Information

Mayor Shaw will recognize Norm Hart for receiving the 2016 IAWEA Grade 2 Operator of the Year. WPC Superintendent Rick Graves nominated Norm (see packet). Highlights of the nomination included:

- Norm uses his experience with the treatment plant and collection system to analyze the situation to make appropriate decisions on a daily basis.
- His innovative ideas in the operation of the plant and collection system has saved the city a significant amount of money by performing the work in house.
- Norm showed his leadership and dedication in the inspection and completion of the phase 4 Inflow and Infiltration Project. He spent many hours with contractors monitoring repairs and punch list items to insure that Indianola received a completed project with quality workmanship.
- He has served as a wastewater treatment plan operator for 17 or his 19 year career with the City of Indianola's Water Pollution Control Department.

Attachments

Memo

2016 Grade 2 Operator of the Year

Nominee

Nominee: Norman Hart

Operator ID #: 2896

Besides having his Grade 2 Wastewater Operator license he also holds a Grade 2 Voluntary Collection Systems license with the state of Iowa. He has served as a wastewater treatment plant operator for 17 of his 19 year career with the City of Indianola's Water Pollution Control Department.

When given a task to perform, you can guarantee it will be done correctly and in a timely manner.

Norman uses his experience with the treatment plant and collection system to analyze the situation to make appropriate decisions on a daily basis. His innovative ideas in the operation of the plant and collection system has saved the city significant amount of money by performing the work in house.

He has responded to numerous call outs, from alarms at the plant, to issues in the collection system during heavy rains. While off duty during a major rain event he drove by the cities south plant lift station and noticed excessive flows and bypassing. He immediately called the oncall person to see if they needed a hand and assisted throughout the night restoring the collection system back to normal operation.

Norman showed his leadership and dedication in the inspection and completion of the Phase 4 Inflow and Infiltration Project. Norman spent many hours with contractors monitoring repairs and punch list items to insure that Indianola received a completed project with quality workmanship.

In my short time with the city, Norman has proven his dedication as a treatment plant operator and employee to the department. He is a pleasure to work with and is very deserving of this award. This is why I felt that Norman should be awarded the 2016 IAWEA Grade 2 Operator of the Year.

Thank you for this Consideration,

Rick Graves
Region 5 Director

Information

Subject

Resolution setting July 18, 2016 as a public hearing and first consideration on whether to amend Indianola Code Chapter 65 to include stop signs and Chapter 69 to restrict parking on the East Trail Ridge Avenue, East Scenic Valley Avenue, North 3rd Lane and North 6th Street

Information

Council needs to consider setting July 18, 2016 as a public hearing and first consideration of an amendment to the parking and stop sign ordinance. In your packet is the no parking and stop sign ordinance. Staff is requesting to designate stop signs at the following locations:

- Northeast corner of North 6th Street and East Scenic Valley Avenue
- Southeast corner of North 3rd Avenue and East Trail Ridge Avenue
- Southwest corner of East Trail Ridge Avenue and North 6th Street

And designating no parking at the following locations:

- The south side of East Trail Ridge Avenue and East Scenic Valley Avenue
- The east side of North 3rd Lane and North 6th Street

Tim Walpole of the 360 Group has also been notified.

Roll call is in order.

Attachments

Resolution

Ordinance

Map

RESOLUTION NO. 2016-_____

**A RESOLUTION SETTING HEARING ON WHETHER TO AMEND
INDIANOLA CODE CHAPTER 65 TO INCLUDE STOP SIGNS AND
CHAPTER 69 TO RESTRICT PARKING ON EAST TRAIL RIDGE
AVENUE, EAST SCENIC VALLEY AVENUE, NORTH 3RD LANE AND
NORTH 6TH STREET**

WHEREAS, the City Council of the City of Indianola, Iowa, is considering the adoption of an ordinance to amend the Indianola Municipal Code to add stop signs at certain locations and to restrict parking on the south side of East Trail Ridge Avenue and East Scenic Valley Avenue, the east side of North 3rd Lane and east side of North 6th; and

WHEREAS, a public hearing is required prior to consideration of said ordinance amending the traffic control provisions of the Indianola Code of Ordinances.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the proposed ordinance is hereby set for the 18th day of July 2016, at 7:00 o'clock p.m. in the Council Chambers of the Municipal Building in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 5th day of July 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

ORDINANCE NO. - _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA BY AMENDING INDIANOLA CODE CHAPTER 65 TO INCLUDE STOP SIGNS AND CHAPTER 69 TO RESTRICT PARKING ON EAST TRAIL RIDGE AVENUE, EAST SCENIC VALLEY AVENUE, NORTH 3RD LANE AND NORTH 6TH STREET

WHEREAS, City staff has recommended that stop signs be added at certain locations and that the south side of East Trail Ridge Avenue and East Scenic Valley Avenue and the east side of North 3rd Lane and North 6th Street be designated as “No Parking” and signs be placed accordingly; and

WHEREAS, a notice was published in accordance with law, and a hearing was held on July 18, 2016, as provided by law, and the City Council now deems it reasonable and appropriate to approve the stop signs and to designate the “No Parking” areas.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by designating the following locations for placement of stop signs:

Northeast corner of North 6th Street and East Scenic Valley Avenue

Southeast corner of North 3rd Avenue and East Trail Ridge Avenue

Southwest corner of East Trail Ridge Avenue and North 6th Street

Section 2: That the Municipal Code of the City of Indianola, Iowa be and it is hereby amended by designating the south side of East Trail Ridge Avenue and East Scenic Valley Avenue and the east side of North 3rd Lane and North 6th Street as “No Parking.”

Section 3: That signs shall be placed in accordance with this Ordinance and Chapter 61 of the Code to implement the parking restrictions.

Section 4: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____ 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Information

Subject

Resolution declaring two pumps from the WPC Department surplus and authorizing a donation of the pumps to DMACC Water Environmental Technology (WET) Program

Information

In your packet is the resolution approving donating 2 pumps to DMACC Water Environmental Technology (WET) Program as requested by WPC Superintendent Rick Graves (packet).

This program is designed to give entry-level students and entry-level water/wastewater employees training in skills and theory directly related to water/wastewater operations. One part of the training is the operation of pumps. Donating these pumps to the course, will allow students to have a hands on experience in tearing down and rebuilding an actual pump.

Roll call is in order.

Attachments

Memo

Resolution



WATER POLLUTION CONTROL

MEMO

To: Ryan Waller

From: Rick Graves

Date: 5-20-2016

Re: Donate 2 pumps to DMACC Water Environmental Technology (WET) Program

Ryan,

We have 2 pumps that were used as Waste Activated Sludge pumps that we no longer use since they upgraded the Return Activated Sludge pumping system. The wasting is done by a valve so the pumps are no longer needed. We do not have any use for the pumps anywhere else within the plant nor in the collection system as they were sized specifically for the wasting operation.

If we were to scrap them out for junk we would get approximately \$15 for them. I would like the council to consider donating the 2 pumps to the DMACC WET program in Ankeny.

The WET program is designed to give entry-level students and entry-level water/wastewater employees training in skills and theory directly related to water/wastewater operations. This program is designed to be a starting point for people who are interested in a career in the treatment field and will prepare them for entry-level employment. One part of the training is the operation of pumps. By donating the pumps to the course, the students will have hands on experience tearing down and rebuilding an actual pump. Which is better experience than reading it in a book or seeing one done in a power point presentation.

If you have any questions or concerns, please don't hesitate to contact me.

Thank you for your consideration,

Rick Graves – WPC Supt.

RESOLUTION NO. 2016 -_____

RESOLUTION DECLARING TWO PUMPS FROM THE WPC DEPARTMENT
SURPLUS AND AUTHORIZING A DONATION OF TWO
PUMPS TO DMACC WATER ENVIRONMENT
TECHNOLOGY (WET) PROGRAM

WHEREAS, the City of Indianola Waste Water Treatment Plant has two pumps that were used as Waste Activated Sludge Pumps; and

WHEREAS, these pumps are no longer used due to the upgraded of the Return Activated Sludge pumping systems; and

WHEREAS, the City of Indianola Waste Water Treatment Plant desires to donate these pumps to the DMACC WET program in Ankeny, Iowa; and

WHEREAS, the WET program is designed to be a starting point for those interested in a career in the treatment field; and

WHEREAS, by donating the pumps, students will have hands on experience of tearing down and rebuilding and actual pump; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola hereby declares the two pumps surplus and authorizes the donation of the pumps to the DMACC Water Environment Technology (WET) Program.

Passed and approved this 5th day of July, 2016.

Kelly B. Shaw

ATTEST:

Diana Bowlin, City Clerk

Information

Subject

Resolution approving the City's Financial Policy

Information

In your packet is the resolution and financial policy which represents a framework by which the city can conduct its financial affairs in a prudent manner. The financial policy is divided into the following categories: Revenue Policies, Reserves and Contingencies, Operating Expenditure Policies, Capital Improvements Planning, Debt Management, Financial Reporting, and Investment Policies. What is presented represents long-standing principles and best practices in financial management. This policy will serve as a guide post for staff while working towards the development of the FY 18 budget. The policy will be reviewed annually as part of the budget process. Staff recommends approval of this policy.

Roll call is in order

Attachments

Resolution

Financial Policy

RESOLUTION NO. 2016-_____

RESOLUTION APPROVING THE CITY COUNCIL FINANCIAL POLICY

WHEREAS, the City Council of the City of Indianola would like to provide guidance on the City's financial management system; and

WHEREAS, the financial policy represents a framework by which the city can conduct its financial affairs in a prudent manner; and

WHEREAS, the policies are divided into the following categories: Revenue Policies, Reserves and Contingencies, Operating Expenditure Policies, Capital Improvements Planning, Debt Management, Financial Reporting, and Investment Policies; and

WHEREAS, these policies represent long-standing principles and best practices in financial management; and

WHEREAS, the policy will serve as a guide post for staff while working towards the development of the FY 18 budget; and

WHEREAS, the policy will be reviewed annually as part of the budget process; and

WHEREAS, staff recommends this policy as a formalization of sound financial practices.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, hereby approves the City's Financial Policy.

Passed and approved this 5th day of July, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

City of Indianola Financial Policy

Section 1- General Policy

It is the expectation and the general understanding of the City Council and the citizens of Indianola that the City conducts its financial affairs in a thoughtful and prudent manner. The following policies provide the framework within which the City conducts its financial affairs. The policies are divided into the following categories: Revenue Policies, Reserves and Contingencies, Operating Expenditure Policies, Capital Improvements Planning, Debt Management, Financial Reporting, and Investment Policies. Most of these policies represent long-standing principles, traditions, and practices which have guided the City in the past and have helped maintain financial stability. There may be times in which the City Council deviates from policy based on sound decisions and public interest. These deviations will be noted in the City Council minutes.

Section 2 - Revenue Policies

The City of Indianola revenue policies are intended to provide guidelines for determining the revenues and revenue sources necessary to provide basic municipal services to the community. It is the City's goal to create and maintain a diversified, yet stable, revenue system to protect it from possible short-term fluctuations in any of its various revenue sources. An integral factor in the City's ability to maintain a strong revenue supply is the diversity of its tax base and the health of the area economy. Therefore, the City resolutely encourages economic development through the implementation of financial policies that create a favorable tax climate, while meeting service demands of businesses and residents.

General Revenue Policies

1. A diversified, yet stable, revenue system will be utilized by the City to protect it from possible short-term fluctuations in any of its revenue sources.
2. In situations in which the City has determined that a fee may be a more appropriate method of funding a government program or service than property taxes, the City may explore the possibility of using fees instead of property taxes as the appropriate revenue source to fund the program or service. As much as practical fees should be established at a level that supports the entire cost of providing the program or service.

3. Through community and economic development, a broader tax base will be pursued to increase tax revenue and help reduce annual fluctuation in the property tax rate.
4. Revenue projections should be developed on an annual basis. Existing and potential revenue sources should be reviewed annually.

Property Taxes

1. The City's total property tax levy rate and tax revenues shall be reviewed annually and evaluated taking into consideration current and forecasted economic conditions, proposed service level changes, State and Federal mandates, changes in the property tax rollback, amendments to the property tax law, and any other factors that affect the City's ability to provide basic City services or maintain sufficient cash reserves.
2. Stability and consistency in the property tax levy rate from one year to the next is desired. Adjustments to the levy are appropriate and may be made when tax revenues are projected to fall short. If revenues are expected to exceed the funding for basic services, the city council will review available options, which may include, but are not limited to infrastructure improvements, equipment or economic development projects

Urban Renewal - Tax Increment Financing Policy

Purpose

The City creates urban renewal districts to:

1. Enhance areas in the city for the purpose of stimulating private investment in commercial, industrial, residential development/redevelopment and investment in public facilities through public action and commitments.
2. Increase commercial, industrial development, residential redevelopment and investment in public facilities in the City which will improve the economic and social environment of the community and sustain a desired balance between the non-residential and residential tax revenues.
3. Provide adequate public infrastructure of sanitary sewer, storm water management, potable water, streets, and pedestrian walkways to ensure the public health, safety and welfare.

4. Provide assistance and economic incentives for commercial, industrial development and residential redevelopment which may not otherwise occur without such assistance and incentives.

Guidelines

The City shall adhere to Chapter 403 of the Code of Iowa, in the creation of urban renewal plans and subsequent implementation of those plans. The powers granted in this chapter constitute the performance of essential public purposes for the State of Iowa and the City of Indianola, Iowa. The powers conferred by this chapter are for public uses and purposes for which public money may be expended and for which the power of eminent domain and police power may be exercised; and that the necessity in the public interest for these provisions is declared as a matter of legislative determination.

The assessed value of property within each urban renewal district, which is subject to a division of revenue from taxation - tax increment financing (TIF), is determined by the Warren County Assessor each year.

The City uses TIF to leverage economic activity, offset taxpayer burden, build public improvements and finance public investment in infrastructure deemed necessary for community growth.

Process

1. The amount of value reservation required for the next fiscal year is due annually by December 1st. And, upon written request from a taxing jurisdiction, meet and confer with that jurisdiction on the intended reservation.
2. Taxable valuation reservation will be based upon the debt and contractual obligations certified with the Warren County Auditor.
3. Prepare and distribute exhibits, including formulas and calculations of TIF dollars.

Restrictions

1. Distribution of Incremental Property Taxes The City of Indianola attempts to release to all taxing jurisdictions any additional valuation in the TIF districts when the funds generated by the valuation exceed the amount needed to retire the annual TIF debt in that district or anticipated for future debt.

2. Sunsets The City establishes sunset dates for all TIF districts as provided in Chapter 403.17(10), Code of Iowa, as follows: in an urban renewal area designated an economic development area in which no part contains slum or blighted conditions, the plan shall be limited to twenty years from the calendar year following the calendar year in which the city first certifies to the county auditor the amount of any loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in the Code of Iowa, Chapter 403.19.
3. Powers of Municipality The City shall have all the powers necessary or convenient to carry out and effectuate the purposes and provisions of Chapter 403.6 and the additional powers granted in Chapter 403.12 of the Code of Iowa.
4. Fluctuation/Reserves Tax increment reserves will be established to help offset major fluctuations in debt reservation requirements. Funds held in reserves will be specifically identified and held for a future debt or contractual obligation.

Municipal Enterprises

1. User charges and fees should be set at a level related to the cost of providing services. Determination of such costs should include the costs of providing the actual service as well as all other related expenses, such as maintenance and replacement of equipment, personnel costs, and all other operating and administrative costs.

At least annually or user fees and charges should be reviewed. When necessary, user fees and charges should be re-calculated and revised to reflect the actual cost of activities.

Section 3 - Reserves and Contingencies

The maintenance of adequate cash reserves provides the City with flexibility and security and is an important factor considered by rating agencies and the underwriting community when reviewing City debt issuance. Along with maintaining the City's credit worthiness, such cash reserves provide the means to handle economic uncertainties, local disasters and other unanticipated financial hardships, as well as, meeting debt cash flow requirements. In addition to the designations noted below, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years that are carried forward into the new year, debt service reserve requirements, reserves for encumbrances and other reserves or designations required by contractual obligations or generally accepted accounting principles. Deviation from the following general policies by Council may occur based on sound decisions and public interest. When such deviations are made, it shall be specifically noted and included within Council minutes.

General Policies

1. General Fund cash reserves (fund balance) should be maintained at a level sufficient to provide funding for general governmental operations. It is the City's goal to have a unrestricted minimum balance at fiscal year end of not less than 25% of general fund expenditures. However, the balance may be higher, if deemed prudent, due to the uncertainty of future revenues or anticipated expenditures.
2. Enterprise Fund unrestricted cash reserves (fund balances) should be maintained at a level sufficient to provide funding to meet 100% of the fiscal year expenditures.
3. Cash reserves should not be used to finance routine operating expenses, which exceed budget levels. Routine operating expenses shall be defined as reasonably anticipated reoccurring annual expenditures.
4. Cash reserves may be used to finance capital improvement projects only when cash reserves have been specifically identified in the budget to finance such project, and do not bring the fund balance below the required level.
5. Excess cash reserves may be used to balance revenues and expenditures as long as the minimum cash reserve requirements of this policy are met, provided that said cash reserves may only be used to offset non-reoccurring expenditures.
6. Revenues will equal or exceed expenditures for each budget year unless there are funds available in excess of the cash reserves requirements of this policy.

7. The City's annual budget is considered balanced if the cash reserve requirements, the working capital requirements and the revenue and expenditure requirements of this policy have been met.

Working Capital

1. The City will maintain sufficient cash reserves in operating funds for working capital so that short term cash flow financing is not required. The cash reserve will be no less than 25% of the next year's operating budgeted expenditures, the same level as required for the general fund. Operating funds are defined as the general, road use tax, employee benefits and enterprise funds. The cash reserve may be higher than 25% if deemed prudent due to the uncertainty of future revenues or anticipated expenditures.
2. The use of short-term borrowing, such as with tax anticipation notes, in order to meet the preceding working capital requirements should be avoided.

Equipment Replacement Reserve Fund

The City may establish and maintain an equipment replacement reserve fund to provide for the scheduled purchase of vehicles and equipment, and will consider annually appropriating funds to it to provide for the timely upgrading and replacement of vehicles and equipment. The amount added to this fund by annual appropriation should be the amount required to maintain the fund at the approved level after credit for the sale of surplus equipment and interest earned by the fund. It is the City's intent that the reserve fund replaces the City's need to borrow funds for vehicle and equipment acquisitions. A minimum fund balance of 5% of the current year expenditures will be maintained to ensure proper funding, and to accommodate price volatility.

Capital Project Reserve Fund

The Council may designate specific fund balance levels for future development of capital projects that individually do not exceed \$500,000 in total project costs and that do not require bond financing. In order to help maintain the fund at approved levels, the Council may annually transfer to the fund any balance from operating funds in excess of the cash reserve requirements within this policy.

GASB 54

GASB 54 establishes the following five fund balance classifications: Nonspendable, Restricted, Committed, Assigned, and Unassigned. Fund Balance classifications assigned, unassigned, and committed are considered “unrestricted” fund balances. The order of spending will be as follows: restricted, committed, assigned and unassigned. Restricted funds shall be spent according to the purpose for which they were received. Unassigned funds shall always be spent after Committed and Assigned funds have been exhausted. The City Administrator and/or the Finance Director are authorized to assign fund balances according to specific factors involved. The City Council will have authority to commit fund balance.

Section 4 – Operating Expenditure Policies

Operating expenditures must meet the City’s requirements to provide services within the framework of available revenues. Fiscal control and long range financial planning is necessary to guarantee that the City’s current and future finances will remain sound. The following operating expenditure policies guide the evaluation and control of the City’s appropriations and expenditures.

General Policies

1. Expenditure projections will be developed on an annual basis, and will be reviewed quarterly. Projections should include estimates of anticipated operating costs for programmed capital improvement projects, and for equipment and capital facilities replacement and maintenance schedules.
2. Current expenditures should be paid, in accordance of Council directives, with current revenues or excess cash reserves.
3. Current expenditures should not be balanced by postponing needed expenditures, accruing future revenues, issuing short term debt, or paying for routine operating costs out of minimum cash reserves.
4. The operating budget should provide for adequate maintenance of fixed assets and equipment and provide for their orderly replacement.
5. The City will encourage the provision of services through the private sector and other public agencies whenever and wherever greater efficiency and effectiveness can be achieved.

6. The City shall consider annually funding request from local service organizations. These funding requests are due, in writing, annually to the council, by December 1, for consideration in upcoming budget. Requests should include amounts requested, as well as planned usage of the funds. These community betterment funds shall only be made with operating funds in excess of cash reserve targets.
7. The City will maintain risk management and safety programs to reduce costs and minimize losses.

Section 5 – Capital Improvements Planning

Policies for the capital improvements program are intended to encourage planning for future growth and infrastructure repair within the framework of the City's financial policies.

General Policies

1. The City should develop and annually update a five-year capital improvements program (CIP). This program should identify future capital project expenditures made necessary by anticipated changes in population, infrastructure replacement and extension, economic base and/or land use.
2. The operating and maintenance cost of a proposed capital improvement shall be calculated to determine a "true cost" of each improvement and assist in programming of future overall revenue requirements of the City.
3. The capital improvements plan will include the costs, timing and sources of funding and the estimated impact of future revenue requirements for each project. These calculations shall reflect adjustments for inflation.
4. The capital improvements plan should maintain the City's assets at a level adequate to protect the City's capital investments, minimize future maintenance and replacement costs, and provide for an adequate level of service.
5. The City's annual capital improvements budget should be based on the five-year CIP. The budget will include final calculations of revenue sources and related impacts on future availability of revenue for additional projects.
6. The annual expenditures identified in the CIP should be fully funded from financial resources that are anticipated to be current and available.
7. Grants and similar forms of intergovernmental assistance should be used to finance only those projects identified in the CIP or other planning documents as the community needs.

8. A fiscal impact analysis should be performed on all projects for which the City's financial participation is requested by the private sector. This analysis should identify anticipated direct and indirect public costs and revenues associated with the proposed project.

Section 6 - Debt Management Policies

The issuance of debt is a necessity for the financing of many major capital improvements. Determining the method and timing for financing is subject to numerous considerations. The City's debt policies are intended to encourage conservative debt management while maintaining the flexibility to use the various financing mechanisms that are available to the City.

The City's overall tax levy must be reflective of the impact of debt issuance. Alternative revenue sources will be used when practicable to maintain an overall tax rate consistent with the general philosophy of municipal service determined by the City Council.

The cost of financing through the issuance of debt is also affected by the strength of the City's financial position. Bond ratings and investor's interest are influenced by the City's debt management policies, as well as, by the overall financial policies of the City. It is the City's goal to maintain debt management policies that keep outstanding debt within manageable levels and which maintains the City's flexibility to issue debt in the case of unusual circumstances of those beyond the City's control.

General Policies

1. Long-term borrowing shall be limited to capital improvements projects that cannot be financed from current revenues, have estimated life span of greater than the term of borrowing and generally to capital projects with an aggregate project cost of \$250,000 or greater. Principal and interest will be scheduled to be within the revenues available for debt service. Long-term debt shall not be used for current operations.
2. Any capital improvement projects or capital equipment financed through bonds should be financed for a period not to exceed the expected useful life of the asset being financed.
3. Total outstanding debt, including overlapping debt, will be considered when planning additional debt issuance.

4. Consideration should be made for the City's share of utility projects, including the cost of over-sizing of water, sewer and storm water mains, - being financed with current utility funds and other revenues when funds are appropriate and available.
5. The use of general obligation bonds for projects does not dismiss the potential of pro rata payment for debt service by specifically benefited funds such as water, sewer, storm water, or road use tax.
6. The City will consider refunding outstanding debt in order to achieve interest cost savings, restructure principal and/or eliminate burdensome covenants with bondholders. Refundings undertaken to achieve interest cost savings in advance of their call date should strive to achieve a new present value savings benefit equal to a minimum of 3% of the present value of the refunded par amount.
7. Financing requirements will be reviewed annually. The timing for financing will be based upon the City's need for funds, market conditions and debt management policies.
8. The City will follow a policy of full disclosure on every financial report and bond prospectus with bond rating agencies about its financial condition.
9. The City will follow applicable laws, regulations and bond covenants relative to arbitrage and rebate compliance requirements.

Debt Limitations

1. The average maturity of general obligation debt should not exceed the useful life of the asset being financed and/or state law limitations.
2. Bond issues should be structured so that the debt service schedule is within the revenues available for debt service.
3. Total general obligation indebtedness should not exceed 80% of the City's statutory debt limit.
4. Self imposed debt limitations may not take into account debt issued as a consequence of voter approved bond referendums.

Section 7 - Financial Reporting and Accounting

General Policies

1. The City will maintain a high standard of accounting practices. To that end, the City will continue to use the latest edition of *Governmental Accounting, Auditing, and Financial Reporting (GAAFR)* as its source of generally accepted accounting principles (GAAP).
2. The City's relationship with its independent public accounting firm will be reviewed at a minimum every five years.
3. The City will maintain its budget and accounting system on a cash basis which will be the basis for all interim, internal, and state reporting.
4. The City will adhere to a policy of full and open public disclosure of all financial activity and information.

Reports

1. The City will maintain a budgetary control system and will produce interim financial reports that measure actual revenues and expenditures compared to budgeted revenues and expenditures.
 - (a) Monthly and annual reports should present a summary of financial information by major fund and activity type.
 - (b) Monthly reports should be provided presenting actual cash position and investment performance.
 - (c) Each year, the City shall retain either an independent public accounting firm or the State Auditor to perform the annual audit and will make the audit available to all interested parties.
 - (d) The City will comply with all federal and state audit and review regulations, including OMB A-133 single audit and Single Point of Contact (SPOC) review requirements.

Section 8 – Investment Policies

Scope of Investment Policy

The Investment Policy of the City of Indianola shall be governed by Iowa Code Chapters 12B and 12C and shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the City of Indianola.

The investment of bond funds or sinking funds shall also comply with the provisions of any bond resolutions.

This written investment policy, required by Iowa Code Section 12B.10B, shall be delivered to all the following:

1. The governing body or officer of the public entity to which this policy applies.
2. All depository institutions or fiduciaries for public funds of the public entity.
3. The auditor of the public entity.
4. Every fiduciary or third party assisting with or facilitating investments for the public entity.

Delegation of Authority

In accordance with Section 12B.10, the responsibility for conducting investment transactions resides with the Treasurer of the City of Indianola. For purposes of this Investment Policy the Finance Director is designated the Treasurer. Only the Treasurer and those authorized by resolution may invest public funds. A copy of any empowering resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the City of Indianola shall require the outside person to notify in writing the Treasurer of the City of Indianola within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in the internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the City of Indianola by the outside person.

The records of investment transactions made by or on behalf of the City of Indianola are public records and are the property of the City of Indianola whether in the custody of the City of Indianola or in the custody of a fiduciary or other third party.

The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent the loss of public funds, to document those officers and employees of the City of Indianola responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for this public body.

1. Investment of public funds.
2. Advising on the investment of public funds.
3. Directing the deposit or investment of public funds.
4. Acting in a fiduciary capacity for this public body.

The Treasurer of the City of Indianola shall be bonded in the amount of \$300,000. The amount of this bond shall be reviewed annually to determine its appropriateness and will be amended by the City Council if deemed necessary.

Objectives of Investment Policy

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Indianola shall be the following:

1. Safety: Safety and preservation of principal in the overall portfolio.
2. Liquidity: Maintaining the necessary liquidity to match expected liabilities.
3. Return: Obtaining a reasonable return in compliance with Iowa Code Section 12C.6.

Prudence

The Treasurer of the City of Indianola, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 8 investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of the assets of the City of Indianola and the investment objectives stated in Section 8.

When investing assets of the City of Indianola for a period longer than six months or in an amount greater than \$300,000 per investment, the Treasurer shall request competitive investment proposals for comparable credit and terms investment from a minimum of three investment providers.

Instruments Eligible for Investment

Assets of the City of Indianola shall be invested in financial institutions properly declared by Resolution of the City Council of the City of Indianola. Deposits in any financial institution shall not exceed the amount stated in the Resolution.

Assets of the City of Indianola may be invested in the following:

1. Demand Deposit Accounts (DDA)
2. Negotiable Orders of Withdrawal (NOW) Accounts
3. Certificates of Deposit.
4. Obligations of the United States Government, its agencies and instrumentalities.

Prohibited Investments and Investment Practices

Assets of the City of Indianola shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.

Assets of the City of Indianola shall not be invested pursuant to the following investment practices:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the City of Indianola fails to produce requested records when requested by this public body within a reasonable time, the City of Indianola shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

Investment Limitations

Operating Funds: Operating funds means those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt. Operating funds must be identified and distinguished from all other funds available for investment. Operating funds may only be invested in investments which mature within three hundred ninety-seven (397) days or less.

Other than Operating Funds: The Treasurer may invest funds of the City of Indianola that are not identified as Operating Funds in investments with a maturity longer than three hundred ninety-seven (397) days. However, all investments of Project Funds and other non-operating funds shall have a maturity that is consistent with the needs and use as specified for these funds,

and no maturity shall be longer than three (3) years for any funds unless specifically authorized by the City Council.

Safekeeping and Custody

All invested assets of the City of Indianola involving the use of a public funds custodial agreement, as defined in Iowa Code Section 12B.10C, shall comply with all rules adopted and in accordance with the laws of the State of Iowa.

Ethics and Conflict of Interest

The Treasurer and all officers, employees and committees of the City of Indianola involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

Reporting

The Treasurer shall submit monthly with the Bank Reconciliation a list of investments making up the current investment portfolio.

Information

Subject

Resolution approving salaries

Information

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Cassandra Moser, Part-time Clerk 1 (Clerk's Office), CE 3-1 \$15.287/hour effective June 26, 2016

Carter Berkey, Seasonal Field Maintenance, \$8.00/hour effective June 12, 2016 - first year employee

Josh Sundberg, Lifeguard 1, \$8.00/hour effective July 7, 2016 - first year employee

Angel Wallukait, from Lifeguard 1 to Lifeguard 2, from \$8.00/hour to \$8.75/hour effective July 9, 2016

Roll call is in order.

Attachments

Resolution

RESOLUTION 2016-____
APPROVING SALARIES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Cassandra Moser, Part-time Clerk 1 (Clerk's Office), CE 3-1 \$15.287/hour effective June 26, 2016

Carter Berkey, Seasonal Field Maintenance, \$8.00/hour effective June 12, 2016

Josh Sundberg, Lifeguard 1, \$8.00/hour effective July 7, 2016

Angel Wallukait, from Lifeguard 1 to Lifeguard 2, from \$8.00/hour to \$8.75/hour effective July 9, 2016

Passed and approved on the 5th day of July, 2016.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk